

DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES

JULY 13, 2016, 6:00 PM

COUNCIL CHAMBERS, CITY HALL

- I. CALL TO ORDER/TAKING OF ROLL/PLEDGE OF ALLEGIANCE** – The meeting was called to order at 6:04 p.m. Members present: Chairman Bruce MacDowell, Keith Mulder, Dave Jonas, Lise Mitchell, Bob Brown, Jason Barclay, and Karl Glarner. Others Present: Assistant City Administrator Ameer King. Members Absent: Michael Fredericks, Chris Fata, Terrance Augustine, and Mayor Kalmin Smith.
- II. APPROVAL OF AGENDA** – Mr. Augustine made a motion to approve the agenda as presented. Ms. Mitchell supported the motion. Motion carried 7 to 0.
- III. BOARD OF DIRECTORS MINUTES** –
- A. Approval of the regular minutes for May 11, 2016 regular meeting** – Ms. Mitchell made a motion to approve the regular meeting minutes of May 11, 2016. Mr. Mulder supported the motion. Motion carried 7 to 0.
- B. Approval of the closed session minutes for May 11, 2016** – Ms. Mitchell made a motion to approve the closed session minutes for May 11, 2016. Mr. Mulder supported the motion. Motion carried 7 to 0.
- IV. PUBLIC COMMENT** – Linn MacDowell 421 Madison. Ms. MacDowell indicated that she is the owner of 223 S. Bridge Street and has concerns about the smoker located behind her building.
- Mr. Joe Gentilozzi – 221 S. Bridge. Mr. Gentilozzi indicated that is the owner of the smoker and would like to discuss a possible solution.
- V. COMMITTEE REPORTS** – None
- VI. STAFF REPORTS**
- A. Financial transactions and bills** – Mrs. King reviewed the bills to be paid and indicated that the format has changed to include the charges from the Public Service Department. Mr. Mulder made a motion to approve the bills in the amount of \$95,149.38. Mr. Augustine supported the motion. Motion carried 7 to 0. The board requested that staff provide a report that has more detail on it.
- VII. OLD BUSINESS** –
- A. Enclosure located behind 223. S. Bridge Street** – Chairman MacDowell turned the meeting over to Vice Chairman Keith Mulder. The board discussed the project including the time lines that were in place and have passed, the ingress/egress component, and the Chief's recommendation on traffic flow. The board was in consensus to continue discussion on the project to see if there is a viable solution. This will be discussed at an Organization Committee to be held on July 20, 2016. Vice Chairman Mulder turned the meeting over to Chairman MacDowell.
- B. E. River Street Reconstruction** – Mrs. King reported that the update is not available. It will be e-mailed out to the entire board when it is received.
- VIII. NEW BUSINESS** –
- A. Parking lot #10 (Preston's Lot – W. Front St.) Entrances** – Mrs. King indicated that the Public Service Director suggested that we tear out the glass area and repave it with asphalt. We can add this project into the RFP that will go out shortly for other City street projects. Several board members suggested staff continue to look for alternatives such as other permeable surfaces or place drainage grates at the base of both entrances with the new asphalt. Mrs. King will report back at the next board meeting.
- B. Ledge Craft Lane Mural Project** – Mr. Jonas indicated that this project was to be a joint venture with Ledge Craft Lane to create a wayfinding mural located directly on the building. The City was going to pay for materials and Ledge Craft Lane was going to provide the artists and make it a community project. Representatives from Ledge Craft Lane requested additional funding to compensate an artist. The total project cost is estimated at \$3,000. The Board asked staff to contact Ledge Craft Lane and request a representative bring a formal proposal to the next board meeting.

IX. PUBLIC COMMENT – None

X. BOARD OF DIRECTORS COMMENTS – Mr. Mulder indicated that last year we used the digital billboard on Saginaw and suggested we use it again.

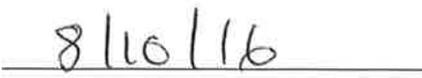
Chairman MacDowell indicated there was a dead maple tree in the log jam lot that staff should look at.

Mr. Augustine indicated he would not be at the August board meeting. He further indicated that his wife, Beth Augustine, is opening up her own bakery, located where Hungry Howie's was on Bridge Street. Grand opening should open around the first of September.

XI. ADJOURNMENT – Mr. Augustine made a motion to adjourn the meeting at 7:45 p.m. Mr. Barclay supported the motion. Motion carried 7 to 0.



Robert Brown, Secretary



Date Minutes Approved