

DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES

MAY 11, 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 6:05 p.m. Members present: Chairman Bruce MacDowell, Keith Mulder, Michael Fredericks, Terrance Augustine Dave Jonas, Lise Mitchell, Bob Brown, Chris Fata and Kalmin Smith, Others Present: City Administrator Adam Smith and Assistant City Administrator Ameer King. Members Absent: Jason Barclay and Karl Glarner
- II. **APPROVAL OF AGENDA** – Mr. Jonas asked to have 3 items added to the agenda under Board of Directors Minutes add item C. Approval of Special Meeting Minutes for April 20, 2016. Under Item VII New Business add item D. Resignation of Adam Auvenshine, and if we could please discuss Item C under New Business directly after Public Comment. Mr. Augustine made a motion to approve the agenda as amended. Mr. Mulder supported the motion. Motion carried 9 to 0.
- III. **BOARD OF DIRECTORS MINUTES** –
 - A. **Approval of the regular minutes for April 13, 2016 regular meeting** – Mr. Brown made a motion to approve the regular meeting minutes of April 13, 2016. Mayor Smith supported the motion. Motion carried 9 to 0.
 - B. **Approval of the closed session minutes for April 20, 2016** – Mr. Mulder made a motion to approve the closed session minutes for April 20, 2015. Mayor Smith supported the motion. Motion carried 9 to 0.
 - C. **Approval of the special meeting minutes for April 20, 2016** – Mr. Mulder made a motion to approve the special meeting minutes for April 20, 2016. Mr. Augustine supported the motion. Motion carried 9 to 0.
- IV. **PUBLIC COMMENT** – None
- V. **COMMITTEE REPORTS** – None
- VI. **STAFF REPORTS**
 - A. **Financial transactions and bills** – Mr. Smith reviewed the bills to be paid. Mr. Mulder made a motion to approve the bills in the amount of \$9,696.12. Mr. Augustine supported the motion. Motion carried 9 to 0.
 - B. **Monthly financial statement** - Mr. Smith reviewed the financial statements.
- VII. **OLD BUSINESS** –

Enclosure located behind 223. S. Bridge Street – Chairman MacDowell turned the meeting over to Vice Chairman Keith Mulder. Mr. Smith indicated that this has been a long discussed item. The project deadline has passed without any formal notification or request for an extension from Mr. Gentilozzi. We included for your review the demolition bid from E.T. MacKenzie Company. The total project cost with facade grant is approximately \$79,500 which did not include the survey, legal, title work, and staff time involved to this point. The board approved the project funding up to \$53,000. Relocation of the cooker would be subject to current zoning rules and regulations. To continue dialogue the board will need to re-establish a budget. Mr. Brown made a motion to request staff complete a traffic study of the ingress/egress area and bring it back to the board at the next meeting. Mr. Augustine supported the motion. Motion carried 9 to 0. The board also requested Mr. Smith ask Mr. Gentilozzi for an alternative proposal and invite him to the next board meeting.

Vice Chairman Mulder turned the meeting over to Chairman MacDowell.
- VIII. **NEW BUSINESS** –
 - A. **218 N. Bridge Street** – Mr. Smith indicated that the City is now owners of 218 N. Bridge Street. We obtained the property through tax foreclosure. The DDA has an easement on the property. We solicited bids for the sale of the property and mailed notices to adjacent property owners. There were no responses received. Staff contacted the owner of First Place Sports directly who at that time indicated his interest in the property, however, there was no bid received. Mr. Augustine made a motion to direct staff to bring a proposed developers agreement to the board for consideration. Mr. Mulder supported the motion. Motion carried 9 to 0.
 - B. **E. River Street Reconstruction** – Phase I has been bid out and construction will begin next week. Phase I will address the Opera House drainage concerns. The street linear parking lot will include 119 new parking spaces. There will be a seven foot wide walk on the river side of the road.

C. Street Tree in Front of Theatre Marquee – Mr. Chuck Pantera, owner of Sun Theatre (316. S. Bridge Street), addressed the board. Mr. Pantera indicated that he would like the tree removed in front of the theatre as it blocks his marquee. Mr. Smith had suggested putting a piece of artwork or a sculpture in its place, which is favorable. Mr. Smith indicated that the Tree Board has authority over all the city trees with the exception of the trees in the parks and the cemetery. Since the DDA purchased all of the trees, it would be a good idea if the DDA board made a recommendation to the Tree Board. Mr. Mulder made a motion to recommend to the tree board the removal of the tree in front of Sun Theatre and replace it with a similar species to what is on the current block, with the business owner bearing the cost of the replacement tree. Mr. Augustine supported the motion. Motion carried 7 to 2.

D. Resignation letter from Adam Auvenshine. Mr. Augustine made a motion to accept the resignation of Adam Auvenshine. Mr. Mulder supported the motion. Motion carried 9 to 0.

IX. PUBLIC COMMENT – None

X. BOARD OF DIRECTORS COMMENTS – Mr. Brown reported that the Housing Services of Mid-Michigan’s golf outing is coming up. Please take a flyer and post in your businesses.

Mr. Augustine reported that the Farmers Market is starting this weekend in Bridge Street Plaza.

Mr. Fredericks reported that the Music in the Park concert series will begin the first week of June. .

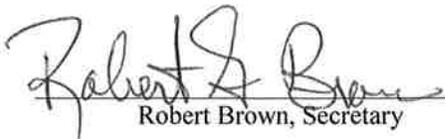
XI. CLOSED SESSION – The Open Meetings Act allows the DDA to discuss certain subjects without the presence of the public. The DDA may request a staff member or any other person the DDA determines to be necessary, by a majority of the DDA members present, to attend the closed session. All persons not requested by the DDA to stay must leave the Council chambers. Once the Closed Session has ended, the DDA will resume the regular meeting.

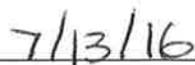
Mr. Augustine made a motion to move into closed session to consider the purchase or lease of real property and to consider material exempt from discussion or disclosure by state and federal statute, per the Open Meetings Act, Sections 8(d) and (h). Mr. Fredericks supported the motion. A roll call vote was taken. Motion carried 9 to 0.

Mr. Brown	Yes	Ms. Mitchell	Yes	Mr. Augustine	Yes
Mr. Jonas	Yes	Mr. Mulder	Yes	Mayor Smith	Yes
Mr. Fata	Yes	Mr. Fredericks	Yes	Mr. MacDowell	Yes

Chairman MacDowell moved the meeting out of closed session at 7:53 p.m.

XII. ADJOURNMENT – Mr. Fata made a motion to adjourn the meeting at 7:55 p.m. Mr. Fredericks supported the motion. Mr. Jonas asked staff to look into the entrances to Preston’s parking lot. Motion carried 9 to 0.


Robert Brown, Secretary


Date Minutes Approved