



**DOWNTOWN DEVELOPMENT AUTHORITY AGENDA
REGULAR MEETING – FEBRUARY 4, 2021 – 7:00P.M.
MINUTES**

ROLL CALL OF MEMBERS

MEMBERS PRESENT: Joe Pagano, Chairperson; James Martin, Vice Chairperson; Mayor Mark Hammond, Standing Member; Members Tracy Cooper, Shayla Hopper, Alisa Maul and Diane Parker.

MEMBERS ABSENT: Wendy Smith, Secretary/Treasurer; Member Michael Crowder.

ALSO PRESENT: Liz Hendley, AICP, Director/Economic Development Director; Matt Sype of C.E. Raines Company; Brian Keeseey, McKenna Associates; Bill Barker; Erica Hussey, Jimmy Day and Michele (7:17pm).

Motion by Pagano, supported by Hammond to excuse the absent members. All present voting “Yes”.

APPROVAL OF MINUTES

Motion by Martin, supported by Hammond to approve the minutes of the Regular Meeting of January 7, 2021. All present voting “Yes”.

CITIZENS TO BE HEARD

None.

MEMBERS’ AND CONSULTANTS’ REPORTS

Member Cooper said he really liked the Christmas lights and thinks we need to add more for next year.

Member Parker mentioned Fellows & Co. and the owner, Zack. The newest Flat Rock business was welcomed with a custom Flat Rock Our Hometown and DDA flag at their location on Telegraph.

Vice-Chairperson Martin had nothing to report.

Member Maul had nothing to report.

Member Hopper noted that the response to the Dine-In Flat Rock full page advertisement in the News Herald was having a great response and that she really hopes things improve for our restaurants. She didn’t realize how badly some of them were suffering but feels we all came together in our best effort to help.

Chairperson Pagano talked about his work with DTE on several projects. He will have information at the March meeting about the outlets on the lights in Huroc Park. He noted that they will only work when the lights are on.

The replacement of the poles on Telegraph from the large ones to the acorn style will also be quoted. Mayor Hammond questioned whether this would decrease the amount of lighting on Telegraph and Chairperson Pagano responded that we would be installing additional acorns to ensure the lighting was the same or better. Discussion ensued about whether or not we have an ordinance that requires these types of installations to be made underground from a risk management side (Mayor) and would like to encourage this if we don’t. Consultant Keeseey checked the Zoning Ordinance and there is a provision to put utilities underground.

Joe also noted Riverfest had been approved by the City Council and that it will take place September 10th, 11th and 12th this year. In regards, to other projects, he will bring the project list forward for the March meeting for prioritization; plans on a report to Council in March and will schedule a meeting with Justin and Brian in April for Bike Rack locations.

Consultant Sype spoke briefly about the Garden Boulevard relandscaping project and noted Wayne County is good with replacing the trees. They are about halfway through the specifications.

City Attorney Zick had nothing to report.

Mayor Hammond noted that Fellows & Co. looks great and welcomes them to the community. The Mayor focused on his recent conversations with the Wayne County Treasurer and working on no foreclosures for small businesses. If a property is foreclosed, the sale of that property cannot exceed what is owed to the City. A note to businesses that instead of going into foreclosure, call Wayne County and work out a plan if they can't pay their taxes. Liz will get the details and post.

Director Hendley noted Late Correspondence of an invoice for GPRS.

NEW BUSINESS

Façade Grant Applications:

a(1): 29048 Garden Boulevard, Varsity Barn: **Motion by Pagano, supported by Parker to approve \$10,000. All present voting "Yes".**

a(2) : 28310 Telegraph, Viscount Pools: **Motion by Maul, supported by Martin to approve \$10,000. All present voting "Yes".**

Façade Grant Reimbursement

b(1): 28801 Telegraph, Station 24: Withdrawn by applicant.

OLD BUSINESS

Review of Place + Main Documents and Proposed Logo/Place Branding: Discussion took place regarding the 3rd site for RRC feature. It was decided to focus on 26139 Gibraltar.

Bronner's Christmas Sale Information: **Motion by Pagano, supported by Cooper to allocate \$7,500 to purchase additional Bronner's ornaments. All present voting "Yes".**

Vreeland/Telegraph Road Sign (Meijer/CVS Plaza): Matt Sype indicated they had a pre-bid conference with 2 attendees, both of which were pre-qualified. He will be ready to make a bid recommendation in March but will be on vacation and asked if someone needed to stand in for him. Chairperson Pagano requested that someone be in attendance. Noted issues with DTE and working on irrigation issues with management company. With the possibility of a sale, City Attorney Zick may need to formulate an agreement for temporary irrigation.

Development Plan Update: Brian Keesey of McKenna requested comments on the latest draft. He will incorporate changes and bring back a final draft in March. A public hearing should be set for April and once approved, sent to City Council for another public hearing and adoption after 60 days.

Garden Boulevard Relandscaping/Streetscape Review: Place on the April 2021 agenda for follow up.

26139 Gibraltar: Liz to get demolition costs and property values for March meeting.

DDA FINANCIAL REPORTS

Dated 12/11/20.

PAYMENT OF CURRENT BILLS

Motion by Cooper, supported by Martin to approve the payment of current bills. All present voting "Yes".

FROM	FOR	AMOUNT
C.E. Raines Company	#17432 General Consulting	\$242.25
C.E. Raines Company	#17433 Vreeland/Telegraph Signage	\$1,962.26
GPRS	Underground Storage Tank Search	\$1,000.00
	TOTAL:	\$3,204.51

CORRESPONDENCE AND MISCELLANEOUS INFORMATION

None.

ADJOURNMENT

Motion by Cooper, supported by Maul to adjourn the meeting. All present voting "Yes". The meeting was adjourned at 8:18p.m.

Respectfully Submitted,
Elizabeth Hendley, Director

Members of the Downtown Development Authority

Joseph A. Pagano, Chairperson, June 13, 2022; **James Martin**, Vice Chairperson, June 13, 2022; **Wendy Smith**, Secretary/Treasurer, June 13, 2022; **Mark Hammond**, Mayor, Standing Member; **Tracy Cooper**, June 13, 2024; **Michael Crowder**, June 13, 2024; **Shayla Hopper**, June 13, 2022; **Alisa Maul**, June 13, 2022; **Diane Parker**, June 13, 2024; **Liz Hendley**, Director
cc: Newspapers, Charles E. Raines Co., McKenna Associates PLEASE Notify Liz at 734-789-2323 if you cannot attend!

