

DOWNTOWN DEVELOPMENT AUTHORITY

February 18, 2010

Present – Chair Feigley, Vice-Chair Dierkes, Board members, Heyn, Niebauer, Rivera, Rusas, Weinbaum

Excused – Board member Armstrong, Horsley, Kilpatrick, Lamb, Nichols, Tyler

Also present – DDA Director Barnette, Village Manager Shufflebarger

Approval of Minutes:

Weinbaum moved, Niebauer seconded, to approve the minutes of the meeting of January 21, 2010 as presented. Motion **Carried**.

Treasurer's Report:

Weinbaum moved, Niebauer seconded, to accept the Treasurer's Report as presented. Motion **Carried**. The Whitehead property has closed; it is a done deal!

Call to the Public:

Nothing today.

Unfinished Business:

1. Marketing.

We have passed 2400 fans on Facebook; 407 followers on the villages Twitter and 10 hits in the media.

Franco is proposing a video to market the downtown. Ms Barnette will provide samples for the next DDA meeting. Funding would come from the Business Recruitment & Retention line item. Business Database report – nothing today.

2. Liquor Licenses

The ordinance was approved by Village Council.

3. Kroger Proposal

Village Council approved the rezoning request. It now goes back to Planning Commission for site plan approval of the special use permit.

New Business:

1. Budget Discussions

Village Council approved a construction bond which included the property purchases of the DDA.

Village administration.

The full-time Deputy Clerk position is being eliminated and she is being offered a part-time position of 25 hours weekly.

The DDA could offer her another 10 hours per week as described. Cost to the DDA would be \$8,400.

Dierkes moved, Weinbaum supported to approve the funding of a part-time position up to a maximum \$8,500 annualized. Motion **Carried**.

Dierkes moved Weinbaum supported to agree to participate in the Village bond for the purchase of the properties rather than pay cash. Motion **Carried**.

Weinbaum moved Dierkes supported to approve the budget amendments as presented. Motion **Carried**.

2. Approve ROW Contract.

Brien's Lawn Service does most of the maintenance of DDA projects. That contract expired at the end of December. He offered to extend the contract for 3 years at a 5% discount. Ms. Barnette counter offered to extend the contract for 3 years at a 10% discount, which he accepted. Annually the current contract is \$14,000 per year; the 10% discount brings it to \$12,836.70.

Weinbaum moved Niebauer supported to approve the right-of-way maintenance bid from 2010 to 2012 for \$12,836.70. Motion **Carried**.

3. Ms. Barnette is in negotiation with Detroit Development for the Prospect Hill property. Need a land survey which describes it. We have agreement on the price.
4. We have to submit a BEA to the state for the Whitehead property; it is 95% complete. Must install fencing around the contamination on the site; will get prices on.
Discussed taxable values on that property with Oakland County. The Village insurance is covering the liability insurance. Discussed the possibility of demolition of the Whitehead property.

Director's Report:

Sue Grissim is working on the Motley Lights Project to find banner poles with the interior halyard system. This type of pole does apparently not exist.

Village council is changing their policy for in-kind services to downtown events and parades; they will cap them to \$500 each effective July 1, 2010. The Christmas Parade costs about \$3,300 for in-kind service. These cuts will save the village about \$19,000. Ms. Barnette will get that list of costs to DDA members to discuss at our next meeting.

Upcoming Events:

Remember the Motley Lights Project.

The Joel Jeremy Snowball Dance is Friday and Saturday, February 26 and 27, at Baker's.

Board member Comments:

Ms. Dierkes said "great job on the Whitehead property"! Ms. Barnette worked long and hard for it. Mr. Shufflebarger said the village is working on the budget at this time. Mr. Feigley is on the committee for the Village/Township discussions of the police budget. And what will the millage request be on the August ballot.

Ms. Rusas also complimented Ms. Barnette on the job she did at Kroger.

Ms. Rivera added a good job on the Brien's contract.

Mr. Feigley and Ms. Dierkes said we should brainstorm what we can do about the Farmer Jacks center. Perhaps we could get a senior care facility in there. Mr. Weinbaum, Mr. Heyn and Mr. Shufflebarger may know people to talk to. The old Milford Park Place still does not have all of their approvals; they have a very limited number of people in there. Let's do something to get that place occupied.

Adjourn:

Dierkes moved, Niebauer seconded, to adjourn at 9:10 a.m. Motion **Carried**

Respectfully submitted,

Phyllis Motley, Recording Secretary