

DOWNTOWN DEVELOPMENT AUTHORITY

June 19, 2008

Present – Chair Feigley, Vice-Chair Dierkes, Board members Armstrong, Heyn, Kilpatrick, Lamb, Motley, Nader, Nichols, Niebauer, Rivera

Excused – Board members Tyler, Weinbaum

Also present – DDA Director Barnette, Architect Grissim

Approval of Minutes:

Motley moved, Nichols seconded, to approve the minutes of the meeting of May 15, 2008 as presented. Motion **Carried**.

Treasurer's Report:

Contract Services includes Brien's ROW contract; Phyllis Motley contract services.

Community Relations is the flowers for Mr. Weinbaum and Mr. Callan.

Business Recruitment and Retention is payments for the sound system.

Capital Outlay includes three payments for the TRW site, for ASTI, Honigman Miller Madden Hauser, and Grissim Metz Downtown Visioning and payments for the last phase of Wayfinding. Have spent about \$16,500 for the Wayfinding, including paint that Dale used to paint the posts of all the signs.

To date we have spent \$25,000 for Downtown Visioning; \$77,225 on the TRW site, \$48,000 was down payment on the site; \$28,000 or \$29,000 was environmental and legal fees on TRW; \$14,000 on gas station legal fees for this year.

Motley moved, Lamb seconded, to accept the treasurer's report as presented. Motion **Carried**.

Call to the Public:

Mr. Grissim has a drawing of the Main Street bridge crossing. It is stone railings, limestone cap with aluminum fence on top of that wall. The stone railings are 3 foot tall, fencing is 2 foot tall. The entire railing will be 180 foot long.

Nichols moved, Motley seconded, to add Automotive Heritage Signage to New Business. Motion **Carried**.

Unfinished Business:

1. Downtown Visioning/Joint Master Plan

Grissim Metz' final report went to Planning Commission. Wade Trim took care of all comments and revisions to the new Master Plan.

The round-about at Huron and Main was included.

2. TRW.

Did discover additional PCB's on the south parcel. Environmental consultant will report to us with their extent of the delineation. Have until June 30 to opt out of the agreement; the due diligence period is extended to July 30. We meet July 1 to discuss what they are going to be doing. The decision makers have been Dale Feigley, Jeff Heyn, Marc Weinbaum, Arthur Shufflebarger, Tom Welsh and Tom Wackerman. TRW appears to have a plan to remove the surface soils with the PCB's at least to industrial closure. The original program was to develop residential on that parcel. The contaminated parcel is about one third of the south parcel. It can be used for any commercial structure or a park. Everything is based on the cost of development, of cleanup and what could be put on there.

3. Gas Station.

As of May 30, the court issued a stay on litigation until August 30 for the purpose of DEQ, BP, GCSE who is the former owner of Sunoco, and JNS who is Frank, trying to enter into a resolution on a settlement of their issues with regard to the lien against the property.

4. Milford Trail.

The groundbreaking was a nice program.

5. Wayfinding.

The signs are great. Have reviewed and are making a list of what is missing and what should come down. Mr. Grissim noted there are six signs on the bridge alone.

The committee is Marc Weinbaum, Jeff Heyn, Dale Feigley, Barb Lamb, Tom Niebauer, Kim Rivera. Phase II will include Village entrance signs, Kensington Rd., Milford Rd., I-96 and Milford Rd., and M-59 and Milford Rd.

Nothing has been in the Milford Times about the new signs. Maybe an article and photos would be appropriate.

6. Marketing.

Public Relations RFP. Looking for language for public relations request for proposal.

Assistant. Ms. Barnette has a list of things an assistant could do. Most are one-time jobs. Will put this on hold for now.

Downtown Map. Carly Dierkes did a good job on this. She is handing them out. Have boxes of them. Perhaps get to Kensington, the library, the YMCA, schools, Camp Dearborn, Bakers.

Website Update. Ms. Barnette will meet with Kim Rivera and Paul Braun who does our website to start updating the look and feel in July.

There are five 360° continuous videos on the site.

New Business:

1. Automotive Heritage Signage.

Possibilities include by Milford Auto, Center Street Park, at the Mill Pond and one at the Power House.

This is a grant; our matching cost per sign is \$400. Signs are 2' X 3'. They do the graphics, installation, fabrication. We provide information. Lamb moved, Motley seconded to approve \$800 as matching funds to the grant for two automotive signs. Motion **Carried**.

2. Liberty Street Underpass Project.

Talked to Advance Concrete about the structure. Talked to CSX to review any plans we may have. Preliminary engineering is \$25,000 to \$40,000. Parking Authority would provide this seed money. The underpass would be one-way in, with exit through the park.

3. Yellow Bike Program

Paul Braun will help create the logo. Michael Rooter, owner of several bike stores in the area, will collect bikes for us and help with the restoration of the bikes. Becca Arrington offered to press releases. Working on kiosks, insurance and business designation. Need to know who will be the members of the L.L.C.; who will be liable.

4. Beautification Commission; Village Entrance Signs.

Field stone is native to our area. Discussed possible designs

Thank you to Kim for all of her time, work and dedication. We intend to see her again and continue to work with her.

Director's Report:

The Michigan Downtown Association Conference went well. Thank you for all board support.

Ms. Barnette addressed all questions from other communities very well.

Kathy Magaluk, owner of Village Peddler building is opening her own store there again, called Acorn Farms; a gift shop.

A furniture store is going into the space in Wilkop's building.

Jim Eggl is opening "The Bar" where Flats was.

Phil Rashid, who did the renovation for the Shutter Shop, is offering to renovate the south facade of the Golf Store building.

Adrienne's Gifts is open in the Twigs & Berries space.

Upcoming Events:

Summer Concert Series each Thursday in Central Park.

Garden Club's Garden Walk is Friday.

4th Friday's of each month there is entertainment in Center Street Park

Board Member Comments:

Ms. Dierkes discussed vacancies in the Farmer Jack's area. Should we be helping in some way? Farmer Jack's continues to pay the rent, \$14 sp. ft. on their space. Does Oakland County Business Recruitment offer any help in this area?

Ms. Dierkes thanked Ms. Barnette for the great job on changes and comments on the downtown visioning plan.

Ms. Rivera said a public relations company in Northville is one to look at.

Mr. Nichols thanked Ms. Rivera for her hard work on behalf of the DDA.

Mr. Feigley said the time will come to expand the downtown area beyond Commerce and Liberty.

Adjourn:

Rivera moved, Nichols supported, to adjourn the meeting at 9:03 a.m. Motion **Carried**.

Respectfully submitted,

Phyllis Motley, Recording Secretary