

DOWNTOWN DEVELOPMENT AUTHORITY

July 17, 2008

Present – Chair Feigley, Board members Heyn, Kilpatrick, Lamb, Motley, Nader, Nichols, Niebauer, Tyler

Excused – Vice-Chair Dierkes, Board Weinbaum

Also present – DDA Director Barnette, Architect Grissim, Village Manager Shufflebarger

Approval of Minutes:

Motley moved, Nichols seconded, to approve the minutes of the meeting of June 19, 2008 as presented. Motion **Carried**.

Treasurer's Report:

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

Telephone is \$80.92

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

Maintenance of Planter Boxes, (1,333.00) is a payment from Huron Valley Chamber of Commerce, or the MBA, for flowers.

Education/Training is payment for the National Town Meeting.

Capital outlay is legal fees for TRW and some paint for the Wayfinding system.

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

Call to the Public:

Gary Goodenow, Planning Commission. Milford House revised their site plan for more seating outdoors. They asked for outdoor music; Planning Commission approved two weekends a month on Fridays and Saturdays, until midnight, from April 1 to November 15. This is on private property, not public property.

The new Master Plan includes the consultants recommendation of revising future commercial sites required parking requirements downward with some being compact car spaces. Mr. Goodenow would like our feedback some time.

He also said he loves the brown info signs, and has had many people comment on them.

Mr. Grissim has the bridge drawings done; giving them to Mr. Shufflebarger for engineer review and costs. Discussed who is paying these costs.

Unfinished Business:

1. Milford Trail

Mr. Shufflebarger said discussions are ongoing with the DNR. We have to designate the area around the trail for future development. They have approved our plans. We do not have a bid date; this is good construction time. Hope to have it done before the end of the year.

Discussed what signage is necessary and where it should be. There is money in the Milford Trail account to pay for the signs. The mountain bike trails should have yield/stop signs at the intersections of the Milford Trail.

Also add something to the sign at the entrance to Central Park to indicate we reached our goal.

2. Wayfinding

Milford Village Entrance Signs. The existing sign is 10' tall, 7' wide, and 4' off the ground.

Board recommends field stone pillars, maroon metal 'wayfinding' centered with reduced size club decals, raised channel metal lettering.

Perhaps the "welcome to the village of" should be lower case. Have only the word "welcome" on the top line. This is at the south entrance to the village, heading north on Milford Road. Must consider plantings at the base.

3. Marketing: Public Relations RFP. Should be issuing within the next week-and-a-half, open the bids mid-August, and award the job by October 1.

Website Update. Carly Dierkes updated the businesses in the overlay district. Phyllis is doing the outlying districts. Have a database on hard drive, which will be uploaded on a website-based data base. Some of it will be accessible to change for Ann or anyone working with Ann, some of the information will be available to the public. Paul Braun is doing this work.

This will direct anyone to business recruitment and retention, recreation, shopping as well as marketing and everything available in the community.

4. Liberty Street Underpass Project.

Ann secured \$25 to \$40,000 from Parking Authority to start the project. Talked to CSX and contractors who have worked with CSX on their construction projects, and to engineers. Have awarded a contract for survey work for the project. CSX does not shut down train traffic for construction under any circumstances. Generally you build a bypass track around the project, to the tune of about \$1,700,000 for the bypass. Checking to see if we can bore under train traffic, or if CSX has any construction of their own planned in the next few years.

Grants are also available. Still have to see if it is feasible.

5. Yellow Bike Program.

Getting insurance is a problem. Part of it is because it is free. In most communities it has evolved into something else such as giving bicycles to those in need.

It will be a great tie-in in the future with a hotel.

6. Discussed Milford Auto.

Would like to see some landscaping in the front. Perhaps a landscaping company would put in landscaping and care for it in exchange for having their business sign displayed. Mr. Grissim and Mr. Feigley will talk to Jeff.

New Business:

1. Township Fire Station.

On a split decision Council approved Township's request for an additional 25 feet of Southside Park to build a new fire station. Part of the decision is contingent on design approval of DDA and Planning Commission. They will redo the existing station and add on. Mr. Grissim will help Ms. Barnette with design review.

The Township has two years to develop the fire station before the Village offer of the additional property expires.

Director's Report:

There is the potential fast foods company wants to buy a portion of the Gazebo's property. They asked how the DDA would feel about a drive-through there. She gave three possible choices; housing, multi-family, senior or dense development; office development; or high-tech corporate. They did offer a roundabout! They want the front acre-and-a-half.

Joe and Earl Poplars don't want the property back; they want to sell it.

It is zoned industrial; would need to be rezoned to B3 with a drive-through.

A credit union bank is also talking interest.

Papa Romano's is extending to include interior dining. They have not submitted their site plan yet.

Village Party Time has their new roof. They are taking better care of the corner.

Sherwood Party Store got approval for their new building behind the building they are in now. The front will be parking. They will have two retail spaces as well as their liquor store.

Discussed establishing a TIF in that district. Any proceeds would have to stay in that area, and could be used for roads, the intersection. Ms. Barnette will check into it.

Executive Session

Lamb moved, Nichols seconded, to move into Executive Session to discuss Real Estate Purchase. Roll call vote: Ayes, Chair Feigley, Board members Heyn, Kilpatrick, Lamb, Motley, Nader, Nichols, Niebauer, Tyler. Motion **Carried**

Lamb moved, Motley seconded, to return to the regular DDA meeting. Motion **Carried**

Upcoming Events:

Summer Concert Series each Thursday in Central Park.

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

Milford Memories is August 8, 9 and 10.

The DSO is at Kensington Metropark tomorrow evening. Alan Heavner does have canoes at Martindale Beach.

Board Member Comments:

Mr. Niebauer said Milford is in better shape for vacancies than some other communities.

Ms. Lamb said Garden Club is doing a good job caring for the flowers downtown.

Mr. Nichols said we should pursue even a pedestrian only at Liberty Street.

Ms. Kilpatrick said this might be a good time for a farmers market downtown. She will be happy to work on a committee.

Mr. Shufflebarger said you should grab any good news you can! The Peters Road bridge is limping along. Council will look at accepting/correcting the panels delivered. With the existing we could look at the end of August or first of September.

Mr. Motley said the media keeps talking doom and gloom; we would be better off if they didn't.

Mr. Nader said the Robotics Team is interested in announcing their accomplishments. The entrance sign might be the place to put them. Some communities put them at the entrance to the high school.

Ms. Tyler asked if there is some issue with the Chamber and the MBA. It comes with insurance and the lack of insurance, and liability coverage for the MBA. They are working to resolve that now. Ms. Tyler knows a lady from the Arts Council who has a background in publicity. Perhaps she could publicize some of these events.

Adjourn:

Lamb moved, Nader supported, to adjourn the meeting at 9:20 a.m. Motion **Carried**.

Respectfully submitted,

Phyllis Motley, Recording Secretary