

**MILFORD DOWNTOWN DEVELOPMENT
AUTHORITY REGULAR MEETING**

**OCTOBER 20, 2011
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Chairman Feigley called the meeting to order in the Milford Civic Center at 7:30 a.m.

PRESENT Chairman Feigley; Boardmembers Dierkes, Goodenough, Heyn, Horsley, Lamb, Nichols, Niebauer, Rivera

ABSENT Boardmembers Armstrong, Rusas, Weinbaum

ALSO PRESENT DDA Director Ann Barnette; Village Manager Arthur Shufflebarger; John Grissim

ACCEPT MINUTES Regular Meeting September 15, 2011

Niebauer moved, Goodenough seconded, to approve the minutes of the September 15, 2011, meeting as presented. Motion **CARRIED**

TREASURER'S REPORT

Barnette reported the following treasurer's report items:

1. Contract Services: \$2,809.92; Garden Masters, Tax Tribunal, ROW, Minutes
2. Business Recruitment/Retention: \$7,522,79; Franco, MBA, DIA
3. Education: \$140.14; Michigan Downtown Conference
4. Capital Outlay: \$435.68; Gazebo, Southside Prints

Nichols moved, Goodenough seconded, to accept the Treasurer's Report as presented. Motion **CARRIED**

CALL TO THE PUBLIC

There was no comment from the Public.

UNFINISHED BUSINESS

DIA Event

Barnette reported that the event was a success and attended by 80-90 people. Eleven local restaurants provided the appetizers and desserts and the Milford Business Association provided the beverages. The fountain was decorated by Jane Swayze and a representative from the DIA was present.

She also reported that an individual who wished to remain anonymous donated materials and labor to illuminate each piece of art.

Marketing: PR Update

Barnette reported on events being promoting by Franco. She said there was a great turn out for Ladies Night Out on the 6th of this month.

Lamb suggested that Franco do a follow up story to promote the next Ladies Night Out.

Southside Improvements

Barnette reported that with the exception of six plants being planted and the buildings being washed down, the project was near completion. She stated the contractors on the job were all good. She said there were more field changes than what were expected due to ADA requirements which caused the project to be over budget. Final numbers will be available at the next DDA meeting. Barnette thanked John Grissim for all the help he provided before and during the project.

John's List

Most items have been completed on the list. The fencing at Mill Valley needs to be completed and the sign for Central Park needs to be painted. Mr. Grissim rebuilt and painted all of the birdhouses at Riverside Park. The remaining items are all related to fence painting, which the volunteer group led by Isaac Perry will resume in the spring.

NEW BUSINESS

Rusty Palate Rendering

Barnette reported that she has been in contact with the owners several times regarding the façade of the building. She said she believes that it is their intention to leave the existing façade in place. She explained that the architect, Andrew Cottrell, who prepared a couple of renderings for the building informed her that the existing façade was poorly constructed by the previous owner and it is probably not salvageable.

Tony Rea Property

John Grissim met with Tony Rea, property owner at the corner of E. Liberty & Main Street. He said he did not believe Mr. Rea would be willing to make any improvements to improve the appearance of his property. Mr. Grissim put together a plan for improvements in the right-of-way.

The Boardmembers agreed it would be best to wait and discuss the topic during budget discussions next year.

Highland Street Improvements

John Grissim said he would like the Boardmembers to consider improvements to Highland Street for next year. He would like to see the sidewalk extended and a greenbelt added with trees.

Dierkes stated that projects need to be prioritized. She said she felt Summit Street is in need of improvements before Highland.

Barnette agreed that the projects need to be prioritized.

Holiday Promotions

Barnette reported that again this year there will be a Big Reveal where each Main Street merchant decorates their store front for the Christmas season and covers the windows to be revealed on Thursday, November 17th this year. She explained that there would not be an event each Thursday night before Christmas as there was last year, but they would continue with the "Dinners on Us", and the DDA will manage the expenses. Horsley is in charge of receiving donations for "Dinners on Us".

Year-End Report

Barnette gave a report on the year end budget and the projections for the next five years. She is projecting falling taxable values and presented a plan for operations and bond payments over the next six years. She stated that the DDA will be operating with fund balance allocations, and spending will need to be conservative over the next few years.

Lamb commented that the flower beds all looked good, but that the large locust tree needs to be replaced in front of Gravity.

Horsley commented that the sound system within the flower beds needed to be redone.

DIRECTOR'S REPORT

Barnette reported that the liquor license review committee approved a license for Tequilarita's, a new restaurant to be located at 525 N. Main. She also reported that The Plum Door will be relocating to the Agnew Building across the street from where the store is now.

UPCOMING EVENTS

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10/29 Boo Bash
11/26 Gobbler Gallop & Christmas Parade
11/17 The Big Reveal
12/1 Christmas Open House

BOARDMEMBER COMMENTS

Horsley commented on the grid lock on Main Street during the Boo Bash.

Shufflebarger said this year the event will be extended to Liberty Street to help alleviate traffic congestion.

ADJOURN

The meeting adjourned at 9:10 a.m.

Nancy Scott, CMC
Milford Village Deputy Clerk