

**Fenton
Downtown
Development
Authority**

**FENTON DOWNTOWN DEVELOPMENT AUTHORITY
PROCEEDINGS**

Tuesday, January 21, 2020

The meeting was called to order by Chairman Craig Schmidt at 6:00 pm

ROLL CALL:

PRESENT: Andrysiak, Bertschy, Green, Henderson, James, Osborn, Penwell, Ricketts, Schmidt, Strayer

ABSENT: Owocki (excused), Parker (excused), Steffey (excused)

OTHERS: Michael Hart, DDA Director/Assistant City Manager;
Lynn Markland, City Manager; Jon Satkowiak, Treasurer
Denise Coole, Recording Secretary

EXECUTIVE DIRECTOR'S REPORT

Michael Hart introduced Adam Owczarzak to the Board. Owczarzak is a graduate student of Oakland University. Owczarzak is working on a master's degree in public administration and will be attending meetings and job shadowing, as his interest is in local government.

FINANCIAL REPORT

Jon Satkowiak reviewed the financial report from the packet. He added that the bond payments will be paid in the next two months. Satkowiak also reported that the DPW Garage and Fire Hall Bond will be paid in 2021 and the 911 Dispatch Equipment paid in 2022.

CONSENT AGENDA

Craig Schmidt reviewed consent agenda items including bill authorization in the amount of \$51,928.15 and the meeting minutes of December 17, 2019.

Motion by Strayer and Supported by Henderson to approve the consent agenda as presented.

YEAS: Andrysiak, Bertschy, Green, Henderson, James, Osborn, Penwell, Ricketts,
Schmidt, Strayer

NAYS: None

ABSENT: Owocki, Parker, Steffey

Motion was carried by Roll Call Vote

PUBLIC COMMENTS

Scott Grossmeyer, City Council Member, present for Item 4; Cable Protector Purchase.
Pat Lockwood, City Council Member and Mayor Pro Tem, present for Item 5; Holiday Decorations Purchase for Downtown.

CABLE PROTECTOR PURCHASE

Hart spoke about the street barricades that were purchased in 2019 for downtown events and how they have been useful for several events already. He added of the importance to also purchase covers for the electrical cord cables, as safety measures for events. Hart read the memo and the recommendation. He had two samples to show the board, supplied from Grainger. The covers are to be used in the street for road traffic, with a road rate limit of 30,000-pounds. They are also for use on sidewalks, for wheelchairs and pedestrians. Schmidt thanked Grossmeyer for his direction on the barricade purchases in 2019 and on this cable cover purchase as well. Grossmeyer spoke of his involvement in parades and events downtown, stating that power is a necessity. Grossmeyer agreed that these covers are a safe option when using electrical cables.

Hart informed that the cable protectors will be stored indoors at the DPW. Markland said that they will also be stenciled with the City of Fenton name, if possible. Markland added that additional covers may need to be purchased, based on sizes needed for different cords. Hart suggested amending the recommendation as written, with the option to purchase extra cable protectors as needed, but not to exceed \$10,000.00.

Motion by Green and Supported by James to approve the amended recommendation as written with the option to purchase additional cable protectors, not to exceed \$10,000.00.

All Ayes – None Opposed

Motion carried by Voice Vote

HOLIDAY DECORATIONS PURCHASE FOR DOWNTOWN

Hart read the memo and recommendation for replacing the downtown holiday decorations. The prices are locked through February 14, 2020, for a first come first serve purchase. Hart would like approval to order the merchandise, if samples meet City approval. A sample bow has been ordered. Lockwood said the DPW can look to see if the bow will meet their criteria for hanging. The bows are to be used on Owen Road. Lockwood said the wreaths look great, are approximately half price and would look great for both day and night. Schmidt thanked Lockwood and Grossmeyer for all their hard work.

Motion by Strayer and Supported by Bertschy to approve the recommendation as presented.

All Ayes – None opposed

Motion carried by Voice Vote

CALL TO THE AUDIENCE – None

BOARD COMMENTS

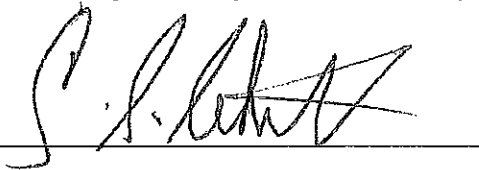
Penwell asked about the old bows and other holiday decorations that will no longer be used. Lockwood said the bows may possibly be given away, they are 25 years old and not in good shape. Markland said the other decorations may be put into a City auction, as residents would possibly be interested in purchasing those.

Strayer asked about the Rejuv parking lot, if the repaving was paid by Rejuv. Markland said it was, adding it is a private parking lot. When Rejuv is closed, the parking lot is supposed to be open for public parking.

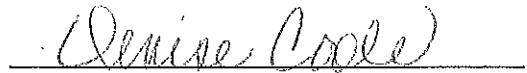
Hart added that the reimbursement for a grant concerning Rejuv will be supplied at the February DDA meeting.

ADJOURNMENT

The meeting was adjourned at 6:40 p.m.



Craig Schmidt
DDA Chairman



Denise Coole
Recording Secretary

Date Approved: 2/18/2020