

FENTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING
Tuesday, March 28, 2017
City Hall Council Chambers
301 South LeRoy Street
6:00 PM

Craig Schmidt called the meeting to order at 6:08 PM.

Present: Bayer, Canever, Green, Henderson, James (*phone*), Saule (*phone*),
Schmidt, Strayer, Steffey, Thompson
Absent: Bertchy (*excused*), Osborn (*excused*)
Others Present: Michael Hart, DDA Director/Assistant City Manager;
Lynn Markland, City Manager; Cindy Shane, City Treasurer

DIRECTOR'S REPORT

Michael Hart reported on the Caroline Street extension project bid opening on April 12, 2017 that will come before the DDA Board for approval on April 18, 2017. Also at the April 18th meeting the Fenton Regional Chamber of Commerce is slated to present their events request package including the Freedom Festival, Taste In Fenton, and Jinglefest. Hart has prepared and will submit a letter of interest to the Michigan Sculpture Initiative for 2019. Hart will be attending the International Economic Development Council (IEDC) for economic development training in Lansing and will report back to the Board with summary information.

FINANCIAL REPORT

Cindy Shane presented the financial report in the DDA packet. All bond payments due April 1st have been made.

CONSENT AGENDA

Craig Schmidt reviewed consent agenda items consisting of bill payment authorization in the amount of \$41,773.61 and approval of February 21, 2017 meeting minutes.

Motion made by Strayer and Supported by Canever to approve consent agenda as presented.

YEAS: Bayer, Canever, Green, Henderson, James, Saule, Schmidt, Strayer, Steffey,
Thompson

NAYS: None

ABSENT: Bertschy, Osborn

Motion was carried by Roll Call Vote

CITIZENS COMMENTS

Stacey Mielcarek of Yesterday's Treasures requested to speak on Spring Fling.

2017-2018 MEETING CALENDAR

The following DDA meeting dates were proposed for 2017-2018 with all meetings beginning at 6:00 pm:

Tuesday, April 18, 2017

Tuesday, May 16, 2017

Tuesday, June 20, 2017

Tuesday, July 18, 2017
Tuesday, August 15, 2017
Tuesday, September 19, 2017
Tuesday, October 17, 2017
Tuesday, November 21, 2017
Tuesday, December 19, 2017
Tuesday, January 16, 2018
Tuesday, February 20, 2018
Tuesday, March 20, 2018

Motion by Strayer and Supported by Henderson to approve the 2017-2018 meeting schedule as presented.

All Aye's – None Opposed

Motion was carried by Voice Vote

ELECTION OF OFFICERS

Nomination for Chairman: Craig Schmidt

Motion by Strayer and Supported by Steffey

All Aye's – None Opposed

Motion was carried by Voice Vote

Nomination for Vice-Chairman: John Strayer

Motion by Schmidt and Supported by Henderson

All Aye's – None Opposed

Motion was carried by Voice Vote

SPRING FLING

Hart reviewed the memo regarding Spring Fling sponsored and coordinated by Dibbleville Merchants. Stacey Mielcarek reported that figures for Spring Fling have come in lower. Cost of \$2062 includes banners, posters, save the date cards, punch cards, and advertising in Tri-County Times. Mielcarek reported over 1,000 attendees at last year's event. Markland commented that events like these make a positive impact on communities and bring return visitors to the downtown area. Hart recommended submitting two applications at one time for both Spring Fling and Ladies Night. Markland suggested submitting in July or August so costs are reflected in one fiscal year. Green questioned how we can do more downtown events like these. Schmidt would like to see an event like restaurant week extended through winter months such as January and February.

Motion by Schmidt and Supported by Green to approve an amount not to exceed \$2,500 for the 2017 Spring Fling.

All Aye's – None Opposed

Motion was carried by Voice Vote

MSI SCULPTURE "GRATEFUL FRED"

Schmidt discussed the opportunity to purchase the MSI sculpture "Grateful Fred" at a cost of \$5,000; originally priced at \$8,500. The permanent placement of Grateful Fred was questioned, whether he would remain overlooking the gazebo where concerts are held or whether he would travel to different locations around town. Schmidt questioned the insurance on art pieces after they are purchased. Markland reported that the sculptures would be covered under the City's liability and property pool insurance. Markland commented that Grateful Fred is the most photographed sculpture.

Motion by Strayer and Supported by Green to approve the expenditure of \$5,000 for the MSI Sculpture "Grateful Fred"

All Aye's – None Opposed

Motion was carried by Voice Vote

FY17-18 BUDGET

Hart reported on the revised budget spreadsheet presented at the meeting. The green highlighted amounts are the revised figures. The yellow highlighted amounts are 2017 amended numbers. Hart recommends two separate actions. A Fiscal Year runs July 1st through June 30th.

Motion by Strayer and Supported by Canever to amend the FY16-17 budget as presented highlighted on the spreadsheet.

YEAS: Bayer, Canever, Green, Henderson, James, Saule, Schmidt, Strayer, Steffey, Thompson

NAYS: None

ABSENT: Bertschy, Osborn

Motion was carried by Roll Call Vote

Motion made by Strayer and Supported by Canever to approve FY17-18 budget as presented in Column F on the spreadsheet.

YEAS: Bayer, Canever, Green, Henderson, James, Saule, Schmidt, Strayer, Steffey, Thompson

NAYS: None

ABSENT: Bertschy, Osborn

Motion was carried by Roll Call Vote

FY16-17 DDA 403 BOND CONSTRUCTION FUND

Hart explained the multistep process behind the Caroline Street Extension Project. The Board will approve the appropriation out of the bond proceeds so money is available to work with the bids that will be brought forth for DDA and Council approval after the April 12, 2017 bid opening.

Motion by Green and Supported by Henderson to approve the DDA 403 Bond Construction Fund, Caroline Street Extension Project bond appropriation of \$510,000.

All Aye's – None Opposed

Motion was carried by Voice Vote


CALL TO THE AUDIENCE

No requests to speak were made.

BOARD COMMENTS

Schmidt recognized four teenagers from the Freedom Center that helped pick up debris after the Community Center roof was damaged in the windstorm. Schmidt commended their exemplary effort and community support, and requested a thank you letter be sent to the Church and Pastor Jim Wiegand. Schmidt and Markland commented on the 5 awards received for the streetscape project. Strayer commented on the provision in the master plan requiring all new construction to dedicate 1% hard construction cost to public art. Strayer suggested getting word to the Planning Commission that this will be enforced now. Markland commented that the Crust project is ahead of schedule due to good weather. The Horizon Project is slated to start this spring. Green suggested a revision of the covered parking in the back of the proposed 111 Leroy Place building. Markland stated that project has not gone to the Planning Commission yet.

Meeting was adjourned at 7:35 PM



Craig Schmidt
DDA Chairman



Jennifer Kienast
DDA Recording Secretary

Date Approved: 4/18/2017