



**Fenton
Downtown
Development
Authority**

FENTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS

6:00 p.m.

Tuesday

May 17, 2011

The meeting was called to order at 6 p.m. by Chairman Schmidt at 6:00pm.

ROLL CALL:

PRESENT: Bayer, Canever, Henderson, James, Kasper, Piacentini, Osborn, Saule, Schmidt, Strayer, Sweetman, Wesch

ABSENT: None

OTHERS: Michael Burns, DDA Director/Assistant City Manager; Lynn Markland, City Manager; Cynthia Shane, Treasurer

EXECUTIVE DIRECTOR'S REPORT:

Burns stated that the Michigan Brewing Company has applied for their liquor license and at this time there has been no response from the Methodist Church. Burns added that there is a new state law, which allows for a special liquor license for downtown districts that are more cost efficient. Burns stated that he is preparing the necessary paperwork for obtaining this type of liquor license.

Burns reported that the Community Restoration Committee is starting to plan for the upcoming projects. Burns stated that they are still waiting for John Dzuirman to complete his analysis of the Community Center and that the report is already three months late. Burns added that the committee would likely be seeking a different architect to perform the other phases of this project.

Burns reported that the New Moons Visions would be providing a tour of downtown vacant buildings with real estate agents. Burns added that there are currently 21 businesses signed up for the Art Walk.

FINANCIAL REPORT:

Shane provided the financial report.

Saule questioned why the utilities are under miscellaneous, and suggested using it as a line item. Shane stated that she will add utilities as a line item.

CONSENT AGENDA:

- a. Accounts Payable – Authorized payments of bills in the amount of \$31,025.56
- b. Minutes of the January 13, 2011 Business Development Committee
Minutes of the April 7, 2011 Community Center Restoration Committee
Minutes of the April 19, 2011 DDA Meeting

Motion by Osborn, support by Saule to approve the consent agenda as presented.

MOTION CARRIED, ALL AYES

106 W. SHIAWASSEE PRESENTATION:

Citizen Comments:

Rex Rogers, through an interpreter, expressed that it would be a great opportunity to have his Design Studio in Fenton.

Dale Swihart, Polly Sheppard, Susan Thomas, Jen Peters, Nora Theresa, Ruth Winter all approached the podium to express their views on why the property at 106 W. Shiawassee should be awarded to The Fair Trade Project.

The board had discussion with all involved.

Motion by Schmidt, supported by Saule to award Rex Rogers as the successful bidder on the property at 106 W. Shiawassee.

MOTION CARRIED, roll call votes: Henderson-aye, James-aye, Canever-aye, Kasper-aye, Osborn-nay, Piacentini-obstained, Saule-aye, Schmidt-aye, Strayer-aye, Sweetman-nay, Wesch-nay, Bayer-aye.
8-aye 3-nay

CONSULTING AGREEMENT WITH JERRY MANSOUR:

Burns gave a report.

DDA needs to hire a consultant to assist them in completing the envisioned development of the south east corner of Silver Lake Rd and LeRoy.

We have tentatively agreed on an 18 month contract with Jerry Mansour of \$3000.00 per month beginning June 1, 2011. This contact would expire on November 30, 2012, however it can be ended at anytime with a fifteen day notice.

A tentative agreement has been made to provide Jerry with the first three months payment for his services once both the DDA and City Council approve the agreement. Month to month payments would not begin until the fourth month.

Motion by Osborn, supported by James to approve that the DDA retain Jerry Mansour as a consultant for the development of the southeast corner of Silver Lake Rd & LeRoy.

MOTION CARRIED, ALL AYES.

ARCHITECTURAL & ENGINEERING ANALYSIS OF REPUBLIC BANK SITE

Burns gave a report.

Two architects were interviewed. John Costa of Flushing and Stephen Auger of Lake Orion. Both submitted proposals. While both architects are excellent, Stephen's firm was the only one that had experience in designing and building a downtown mixed use building similar to what is envisioned in the Downtown Master Plan.

Osborn asked if Stephen Auger would be heading the project. Osborn expressed concern that Mr Auger was not at the meeting, but instead sent a representative from Stephen Auger & Associates. There was discussion that this is a common practice. Osborn requested that Mr Auger appear at the next council meeting.

Saule thought it might be a good idea to assign someone to OHM.

Motion by Schmidt, support by Strayer that the DDA select Stephen A. Auger Associates to conduct the conceptual phases of determining suitability for the site located at the Southeast Corner of Silver Lake and LeRoy for a cost not to exceed \$7,500. Also that the DDA authorize OHM to conduct the necessary schematic design and site analysis/topography components of the project at a cost not to exceed \$10,900.

Contingent to review by the city attorney and approval by city Council

MOTION CARRIED, ALL AYES.

FY 12 REVENUE SHARING AGREEMENT WITH THE CITY

Burns gave a report.

In the approved Fiscal Year 2012 Budget, both the City Council and DDA approved in their budgets a revenue share of \$400,000 from the DDA Fund to the General Fund. This amount has increased by \$70,000 since Fiscal Year 2011. Since 2004, the DDA has been making agreements with the City Council to provide a revenue share of between \$300,000 and \$330,000.

Pending a formal agreement between City Council and DDA.

Motion by Saule, support by Kasper this agreement be approved per the Fiscal Year 2012 budget, for revenue share of DDA funds to the General Fund in a not to exceed amount of \$400,000.00.

MOTION CARRIED, ALL AYES.

PEDESTRIAN CROSSING SIGNS

Burns gave a report.

The use of bollards at pedestrian crosswalks was discussed. Our traffic Engineer, Pete Lamourie and DPW Director, Dan Czarnecki both are supportive of using these bollards. Burns did some research on purchasing these flexible barriers that are 52" X 12" with "Yield To Pedestrians" on them for \$257.27 per sign. Burns recommended purchasing 10 of these bollards totaling \$2572.70

from Road Traffic Signs from Brooklyn NY and placing a few of them in key locations in the downtown area to see what the effects would be. If this is approved, the City Council would need to approve this as these bollards would be placed in a public roadway and a traffic control order would need to be issued by the Chief of Police for the necessary pedestrian crossing street signs.

Motion by Sweetman, support by Osborn that the DDA purchase 10 pedestrian crossing bollards from Road Traffic Signs for a cost not to exceed \$2,572.70 plus the cost of shipping and taxes if necessary.
MOTION CARRIES, ALL AYES.

CALL TO THE AUDIENCE:

Tim Faricy stated that he was opposed to the DDA putting \$320,000 for the 911 system, that the DDA has gone around the council, that this matter should have come to council first, and that this would be a redundant system.

Schmidt stated that the DDA followed protocol. James stated that the DDA looks at it as revenue neutral. Ben Smith agreed with Faricy in a sense the way it was handled between DDA and council. He wants council to take a hard look at it.

Tim Faricy also wanted something done about the parking in front of the Old Fire Hall. Markland and Burns will talk to Chief Aro.

Bayer excused himself from the meeting.

CLOSED SESSION

Motion by Schmidt, support by Kasper to enter into closed session to discuss the purchase of property.

Roll call votes: Canever-aye, Henderson-aye, James-aye, Kasper-aye, Piacentini-aye, Osborn-aye, Saule-aye, Schmidt-aye, Strayer-aye, Sweetman-aye, Wesch-aye.

ADJOURNMENT:

The meeting adjourned at 8:45p.m.

Respectfully submitted by,

Craig Schmidt
Mcgreevy
Craig Schmidt, Chairman
Downtown Development Authority

Elaine
Elaine McGreevy
Recording Secretary