



**Fenton  
Downtown  
Development  
Authority**

**FENTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS**

6:00 p.m.

Tuesday

June 21, 2011

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

**ROLL CALL:**

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

**ABSENT:** Bayer, Piacentini

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

**EXECUTIVE DIRECTOR'S REPORT:**

Burns reported that we were able to refinance the 2011 Development Refunding Bonds through a private sale with Bank of America for a lower rate (4.5% from 3%) through 2021.

Burns reminded that the Art Walk is this Friday June 24, 2011 from 4:30-8:00pm. They are expecting about 60 artists and 30 merchants. The Fenton Patch will be at the booth in front of City Hall.

Burns reported that there was discussion at the City Council's work session with the City Planner, Carmen Avantini that the Pedestrian Crossing signs were too tall. Burns did some research and found some shorter bollards at a cheaper price. Pending approval at Monday 6/27/11 council meeting.

Burns advised that there will be a special meeting of the DDA and City Council on July 13<sup>th</sup> or 14<sup>th</sup> to unveil the architect's drawings for the S/E corner of Leroy and Silver Lake. The interested party and press will be present.

Burns advised that Rex Rogers has signed the lease and has occupied the property at 106 W. Shiawassee.

Burns reported that they have begun staking the Wayfinding Signs.

Burns advised that the DDA met with Lindhout and received approval from the City Council to move forward with Lindhout & Associates.

**FINANCIAL REPORT:**

Shane provided the financial report.

Shane advised that we will close on the bond on July 12<sup>th</sup>.

Motion by Saule, supported by Henderson to approve the consent agenda as presented.

MOTION CARRIED, Roll Call Vote: Canever-aye, Henderson-aye, James-aye, Kasper-aye, Osborn-aye, Piacentini-aye, Saule-aye, Schmidt-aye, Strayer-aye, Sweetman-aye, Wesch-aye.

**STREETSCAPE :**

Burns gave a report.

OHM was present for Q&A.

As a result of changing our engineer and landscape architecture for the Downtown Streetscape Project from Grissim, Metz & Andriese to OHM & LAS, it was discovered that topography and soil testing was not done and had not been discussed at the conceptual design phase of the project.

Both OHM & LAS submitted proposals using as much of Grissim's concept work as possible. Both proposals are attached. If approved they will be able to provide the design committee with their findings at the August 9<sup>th</sup> 2011 meeting.

Motion by Schmidt, supported by Canever that the DDA approve for OHM to begin the necessary services toward the streetscape project for a cost not to exceed \$59,940 (this includes cost for geotechnical work). Also, that the DDA approve for LAS to make the necessary revisions to the streetscape project for a cost not to exceed \$6,334.

MOTION CARRIED, ALL AYES.

**RENEW NEW MOON VISIONS CONTRACT:**

Burns gave a report.

New Moon Visions contract expires on June 30, 2011. A proposal is attached for this fiscal year.

Due to the many different services that they provide, Kim Rivera of New Moon and Burns have discussed a retainer based service rather than billing individually for each task.

Schmidt advised the "Be Closer" tag line seems to be working. He has had positive feedback from business owners.

There was discussion about a "Broker/Tenant Tour" and a "First Friday Event" Also discussion of a "Be Closer" ad campaign on the city's web site to promote Fenton to outside communities.

Motion by Kasper, with support by James that the DDA approve the agreement for New Moon Visions to provide Marketing services for the DDA as listed above.  
MOTION CARRIED, ALL AYES.

**ARCHITECT FOR FAÇADE IMPROVEMENT PROGRAM:**

Burns gave a report.

The DDA hired John Dziurman Architects in November 2009 to assist property owners in the Downtown district to historically restore several properties in the Dibbleville District. With much discussion it was determined that Mr. Dziurman did not complete the work requested of him in a timely manor. The Design Committee recommended that the Board move toward terminating our relationship with Mr. Dziurman and to meet with Lindhout & Associates to assess if they would be interested in assisting us. We will meet with Attorney Schultz to discuss how to address this issue.

Burns would like to give Mr. Dziurman an opportunity to complete his reports.

Motion by Saule, supported by Kasper that the DDA follow the recommendation by the Design Committee to take the necessary steps toward ending our contractual services with John Dziurman Architects.

MOTION CARRIED, ALL AYES.

**CALL TO THE AUDIENCE:**

No Comment

Schmidt commented that the Walnut Street Project turned out great. Also, that the new hotel was just about complete. And that Wednesday 7/13/11 was a big day for the DDA.

**CLOSED SESSION:**

Motion by Schmidt, supported by Osborn to enter into closed session to discuss the purchase of property.

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

**ADJOURNMENT:**

The meeting adjourned at 7:15pm.

Respectfully submitted by,

*Craig Schmidt*

*Mcgreevy*

Craig Schmidt, Chairman  
Downtown Development Authority

*Elaine*

Elaine Mcgreevy  
Recording Secretary