

**Fenton
Downtown
Development
Authority**

**FENTON DOWNTOWN DEVELOPMENT AUTHORITY
PROCEEDINGS
Tuesday, January 19, 2021
Special Electronic and Telephonic Meeting**

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

ROLL CALL:

PRESENT: Bertschy (Fenton), Green (Fenton), Henderson (Fenton), James (Fenton), Osborn (Fenton), Owocki (Fenton), Penwell (Fenton), Ricketts (*joined at 6:30*) (Fenton), Schmidt (Linden), Steffey (Fenton), Strayer (Fenton)

ABSENT: Andrysiak (*excused*)

OTHERS: Michael Hart, DDA Director/Assistant City Manager;
Lynn Markland, City Manager; Jon Satkowiak, Treasurer
Kendall O'Connor, Legal Counsel Associate
Denise Coole, Recording Secretary

EXECUTIVE DIRECTOR'S REPORT

Hart wished the DDA Board a Good New Year start to 2021!

FINANCIAL REPORT

Satkowiak reviewed the financial report from the packet. Satkowiak reported the legal fees show higher due to the Fire Hall sale and reminded that Bond payments will be done by the middle of March. Schmidt commented on the strong balance sheet.

CONSENT AGENDA

Craig Schmidt reviewed the consent agenda items including bill payment authorization for \$19,257.25 and meeting minutes of December 8, 2020 and December 23, 2020.

Motion by Osborn and Supported by James to approve the consent agenda as presented.

YEAS: Bertschy, Green, Henderson, James, Osborn, Penwell, Schmidt, Steffey, Strayer
NAYS: None
ABSENT: Andrysiak
ABSTAIN: Owocki

Motion was carried by Roll Call Vote

PUBLIC COMMENTS – Chelsea Mills, owner of Behind Your Design (BYD), in attendance for Item #5; Fenton Community eGift Card Program.

SALE OF FENTON FIRE HALL

Hart reviewed the Memorandum for the closing sale of Fenton Fire Hall and Pumphouse.

Kendall added there are three parcels; the Fire Hall and the Pumphouse, with the remaining parcel to be sold back to the City of Fenton.

Markland said this started about nine years ago with the Fire Hall sitting empty, for about nine years. Around \$3,000,000.00 was invested and about one hundred jobs created. This was one of the first projects downtown and they have done a great job. This sale finalizes the development agreement.

Motion by Schmidt and Supported by Owocki to accept the recommendation for the sale of property as presented.

YEAS: Green, Henderson, James, Osborn, Owocki, Penwell, Schmidt, Steffey, Strayer

NAYS: None

ABSENT: Andrysiak

ABSTAIN: Bertschy

FENTON COMMUNITY eGIFT CARD PROGRAM

Hart reported the total investment for the eGift Card Program of \$600,000.00, money being spent with local businesses. Chelsea Mills, of BYD, reviewed the summary page of sales. Mills reported that cards are still being purchased without the extra bonus card.

Schmidt said the investment was huge and it was a strong effort for the businesses. Owocki asked for the breakdown on the cost of the DDA money. Hart said there was no cost for Yiftee, the DDA paid the \$1.00 activation fees and BYD's contract was not to exceed \$10,000.00.

Mills spoke of the success of businesses, such as Rejuv Ave, as they emailed customers, trained their staff, and put ads on social media promoting the program. Hart said it is a good program and the more merchants that come on board, the better.

Schmidt would like an ad thanking the community for participating in the program.

Hart said the program will run until June, with further recommendation possible in February.

Owocki asked about the necessity of businesses to take the Safe, Strong, Supportive Campaign Safety Pledge to participate. Schmidt said it was necessary, as voted on. Markland said the pledge was part of the reopening market plan for the City before requirements were passed down from the State. It was to make customers comfortable, knowing steps were being taken.

Hart said the pledge kit was \$12.00, voluntary, with an intention of good will. Hart said using the data from those businesses, expedited the eGift program. Schmidt agreed, stating the pledge campaign began coming out of the first lockdown, in June.

Hart thanked Mills for the information she provided. Hart looks forward to February's meeting. Schmidt thanked Mills for her information.

CALL TO THE AUDIENCE - None

BOARD COMMENTS

Strayer asked about fixing the clock tower at the Fire Hall. Kendall said it is in the Restricted Covenant to repair the clock within 150 days of closing, and that it is to be maintained and kept in working order.

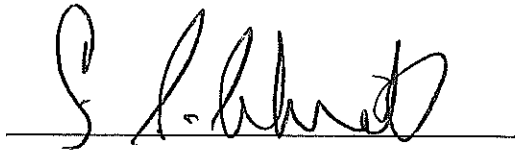
Steffey asked about the plans to update the gazebo and surrounding area. Hart said it is to be done in 2021, it was put on hold with the Corona Virus issues.

Schmidt asked the Board, for anything DDA related, to please contact Hart for questions. Markland added for transparency, per the Open Meetings Act, the law requires public Boards to have public discussions.

Schmidt thanked Mills for her work on the eGift card program and the Board Members for their support and input.

ADJOURNMENT:

The meeting adjourned at 7:21 pm



Craig Schmidt
DDA Chairman



Denise Coole
Recording Secretary

Date Approved: 2/16/21