

FENTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

Monday, May 15, 2017
City Hall Council Chambers
301 South LeRoy Street
6:00 PM

Craig Schmidt called the meeting to order at 6:01 PM.

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

DIRECTOR'S REPORT

Michael Hart reported on the Caroline Street Extension Project which is on a temporary hold due to the discovery of a water main located at an angle directly under the 111 S. Leroy St. project site. Champagne & Marx will handle the relocation of the water main to be placed under Caroline Street. Markland stated there is money in the budget for the cost of the relocation. Hart reported on the replacement of art sculptures beginning next week. Hart passed around flyers for downtown events such as Spring Fling, Arts Are the Heart, and Summer Concert Series. Hart explained that there will be no Friday Memo for the next two weeks due to his commitments out of town.

FINANCIAL REPORT

Michael Hart briefly reviewed the financial report. Doug James inquired about the active bond programs and obligations until 2021. Strayer inquired about funds resulting from the 911 surcharge that recently passed. Markland explained that the City will get a portion of funds for our 911 service. Osborn suggested checking on bordering areas to be sure the funds are being properly disbursed.

CONSENT AGENDA

Craig Schmidt reviewed consent agenda items consisting of bill payment authorization in the amount of \$7,247.20 and approval of April 18, 2017 meeting minutes.

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

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

NAYS: None

ABSENT: Saule

Motion was carried by Roll Call Vote

CITIZENS COMMENTS

Stuart Fletcher requested to speak on Façade Grant Applications.

RECEIVING OF COUNCIL APPROVED FY17-18 BUDGET

Hart reported on the formal three step adoption process of the budget. The DDA agenda was approved as submitted by City Council. A Roll Call Vote is required now to receive it.

Motion by Henderson and Supported by Canever to receive the Council approved FY17-18 budget.

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

NAYS: None

ABSENT: Saule

Motion was carried by Roll Call Vote

FAÇADE GRANT APPLICATION UPDATE

Hart reported on two façade grant applications received from the Fenton Hotel and Billmeier Camera. The application process is as follows: Application is distributed to and reviewed by the City Planner and Building Official, and a report is generated. It is then reviewed by the DDA Design Committee. Once approved and recommended, it is brought to the DDA Board for a vote. The final step is City Council approval if the applicant is a DDA Board Member.

Due to Terry Green of Billmeier Camera being a Board member of the DDA, a unanimous vote of City Council is required. Markland suggested appointing a fourth member to the DDA Design Committee tonight. Schmidt added Design Committee Appointment to the end of tonight's agenda.

MSI SCULPTURE UPDATE

Next Tuesday, May 23rd Michigan Sculpture Initiative will be removing existing art sculptures and replacing them with new art selections.

CPIX/WEBSITE DISCUSSION

Hart explained CPIX is a commercial real estate database membership and search engine on the City's website. Markland explained the creation and purpose of the CPIX tool and encouraged the Board to take a look at it. CPIX was renewed for 2017. The DDA Board has an option to continue with it or not next year. Schmidt feels that CPIX is a valuable tool used by Realtors and Appraisers.

APPOINTMENT TO DDA DESIGN COMMITTEE

Current Design Committee Members are Jeff Canever, Doug James, and John Strayer. Terry Steffey conveyed interest and was appointed as the 4th member of the committee. Terry Green conveyed interest in being an alternate when needed.

DDA Design Committee Members:

1. Jeff Canever
2. Doug James
3. John Strayer
4. Terry Steffey

CALL TO THE AUDIENCE

Pat Lockwood thanked the DDA for their continuing support of the Fenton Freedom Festival. Lockwood reported the 2017 Grand Marshal is Bob Burek. There will be a reception for the Grand Marshal on July 3, 2017 at 8:00 pm at the Fenton Community and Cultural Center. Stuart Fletcher passed on his desire to comment on façade grants.

Board Comments

Hart reported on a resignation letter received today from DDA Member Jim Saule.

Strayer is doing research on informational plaques for art sculptures. Markland advised looking at waist-level plaques with QR Codes like the one at the 9/11 Memorial located at the Fenton Fire Department.

James inquired about the progress of the former Big Boy/Pizza Hut sites.

Schmidt reported that both restaurants are slated to go into the new building as smaller venues.

Bayer was asked to inquire about the dumpster at the Cornerstone building and reported that there is a lot of recycling being thrown away. Markland stated the dumpster is managed by Piper Realty and not billed through the City.

Bayer inquired about the green space at 106 W. Shiawassee. Markland stated that Hart is currently working on an RFP for that property.

James prompted some discussion regarding the US23 entrance and exits on Silver Lake Road. Markland suggested our Traffic Engineer look at those intersections again. Strayer inquired about the Municipality's responsibility for paying for changing intersections. Markland explained some highway safety grants that may be available such as a Congestion Mitigation Air Quality (CMAQ) Grant.

Thompson expressed concern over outdated information on the Fenton BeCloser website. Hart reported that New Moon was handling the Fenton BeCloser page, but now they handle the Facebook page only. Hart suggested the possibility of contracting someone to handle the website. Bayer suggested Behind Your Design located next to the Chamber of Commerce.

Steffey inquired about some form of educational training for DDA Committee Members. Schmidt commented that sessions with Dr. Lew Bender have been done. Hart offered to provide information to the Board depending on how much is desired.

Meeting was adjourned at 7:10 p.m.



Craig Schmidt
DDA Chairman



Jennifer Kienast
DDA Recording Secretary

Date Approved: 6/20/2017