

# FENTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING

**Tuesday, June 20, 2017  
City Hall Council Chambers  
301 South LeRoy Street  
6:00 PM**

Chairman Craig Schmidt called the meeting to order at 6:00 PM.

## **ROLL CALL**

Present: Bayer, Bertschy, Green, Henderson, James, Osborn, Schmidt, Strayer, Steffey, Thompson  
Absent: Canever  
Others Present: Michael Hart, DDA Director/Assistant City Manager; Lynn Markland, City Manager; Cindy Shane, City Treasurer

## **DIRECTOR'S REPORT**

Michael Hart provided clarification on a previous financial report regarding a \$100,000 amount that was residual costs from the streetscape project that were transferred from bond proceeds. Hart reported on the excellent events coming up this summer, encouraging the Board to attend and enjoy the offerings.

## **FINANCIAL REPORT**

Cindy Shane reviewed the financial report included in the meeting packet. Year end is coming up on June 30, 2017. No questions were raised.

## **CONSENT AGENDA**

Craig Schmidt reviewed consent agenda items consisting of bill payment authorization in the amount of \$42,661.06 and approval of May 15, 2017 meeting minutes.

Steffey questioned what looked like a duplicate invoice for the Downtown Walking Maps in the amount of \$2,032.00. Shane will clarify with the Deputy Treasurer.

Motion made by Strayer and Supported by Steffey to approve the consent agenda subject to correction of payables invoices.

*(Duplicate line item in the amount of \$2,032.00 was removed and adjusted amount of payables is \$40,629.06)*

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

NAYS: None

ABSENT: Canever

**Motion was carried by Roll Call Vote**

## **CITIZENS COMMENTS**

No requests to speak were made.

## **RECEIVING OF RESIGNATION FROM JAMES SAULE**

Motion by Osborn and Supported by Schmidt to accept the resignation of James Saule from the Downtown Development Authority. Osborn requested a letter of thanks be sent to Mr. Saule.  
All Aye's – None Opposed

**Motion Carried by a Voice Vote**

## **FAÇADE GRANT APPLICATION UPDATES**

Hart gave the Board an update on two pending façade grant applications for the Fenton Hotel and Billmeier Camera. Both applications are still in progress and no Board action is required yet.

## **9<sup>th</sup> SCULPTURE DOWNTOWN**

Hart reported that due to some shifting locations of sculptures, MSI brought a 9<sup>th</sup> sculpture which is an aluminum form by Ken Thompson located at 106 W. Shiawasee. Normal sculpture cost is \$1484.00 but the discounted cost of a 9<sup>th</sup> sculpture would be \$1,205.00 if the Board chooses to keep it. There is concern over the rust material of the sculpture base seeping onto the steps and sidewalk. Discussion included possible fixes such as a clear-coating the base to prevent staining of any surrounding concrete.

Motion by Osborn and Supported by Strayer to accept the 9<sup>th</sup> sculpture in the amount of \$1,205.00, contingent upon Mr. Thompson's ability to seal the base of the sculpture to prevent rust from spreading.

All Aye's – None Opposed

**Motion Carried by a Voice Vote**

## **DEVELOPMENT AREA CITIZENS COUNCIL (DACC)**

The DACC is an advisory committee that gives advice to the DDA and City Council on the Development Plan. Hart reported on how the DACC functioned in the past and suggested trying to repopulate it. The Committee fizzled out due to a lack of volunteers and quorum was often not met at meetings. Osborn commented on how hard it was for years to find volunteers. Volunteers must reside within the DDA District and the Committee should have no less than 9 members. Legislation states that even if there is not a Committee, the Development and TIF Plan still stand. Gary Henderson is the Chairman of the DACC and offered to continue serving on it. Both Henderson and Hart will work on outreach.

## **CALL TO THE AUDIENCE**

Tracy Aubuchon of Rejuv Ave. Skin Spa expressed interest in having a sidewalk sale together with other merchants and is requesting marketing funds from the DDA. Osborn commented that sidewalk sales in the past were Chamber of Commerce events. Osborn also stated the budget is already set for the year and suggested requesting funds from next year's budget. Markland inquired how much funds are being requested. Aubuchon stated approximately \$1,000. Bayer suggested launching the event on a Thursday in the summer and possibly running Thursday, Friday, and Saturday. Markland discussed the possibility of issuing a blanket permit to the Chamber of Commerce for all merchants to participate instead of issuing separate permits for each business. Hart recommends talking to Stacey Mielcarek and the Chamber to see what direction to take for this event. Several Board members conveyed their support for a city-wide sale. Hart conveyed a reminder that any event must be presented to City Council for approval.

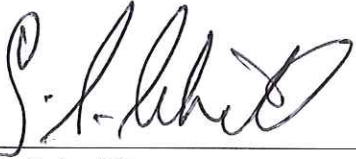
Board Comments

Gary Henderson made a request to have items on the agenda that require a vote such as the 9<sup>th</sup> sculpture placement, to have an accompanying memo for the opportunity to research and have consideration on the item. Hart offered to add as much information as desired and will err on the side of having more than less.

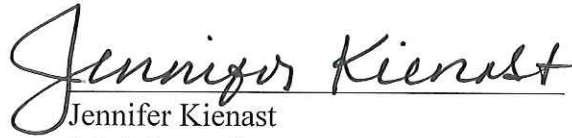
Schmidt conveyed positive feedback he has received regarding the sculptures throughout town. Many have expressed how pleased they are with the art.

Markland provided updates on construction projects around town.

Meeting was adjourned at 6:59 PM



Craig Schmidt  
DDA Chairman



Jennifer Kienast  
DDA Recording Secretary

Date Approved: 7-18-17