

**FENTON DOWNTOWN DEVELOPMENT AUTHORITY MEETING**  
**Tuesday, August 15, 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: Bertschy, Henderson, James, Owocki, Parker, Schmidt, Steffey, Strayer, Thompson  
Absent: Bayer, Canever, Green, Osborn  
Others Present: Michael Hart, DDA Director/Assistant City Manager;  
Lynn Markland, City Manager; Jennifer Kienast, Recording Secretary

**DIRECTOR'S REPORT**

Michael Hart reported that the new DPW/DDA downtown labor person is Sarah Angus who has begun working. Her many skill sets include being a Master Gardener. She is scheduled to be introduced at the September Board meeting.

Hart shared a compliment received by Mr. Markland regarding the beauty of the downtown. The compliment stated the flowers are particularly beautiful and the City of Fenton has surpassed the City of Brighton in its beautification efforts. Markland explained that the downtown beautification is a joint effort of the Beautification Commission, the City and the DDA, and will share the compliment with these groups.

Schmidt welcomed the newest member of the DDA Board, Dr. David Owocki.

Hart stated that a DDA Design Committee meeting will need to take place soon for the façade application for 121 First Street submitted by Corlin Builders.

Hart stated that a special DDA/LDFA Board meeting may be in order to approve the Elizabeth Street Connector Project subject to the bid opening on Thursday, August 17<sup>th</sup>.

Hart reminded the Board of attendance requirements. Per Charter, four absences per fiscal year are allowed. Markland stated that calling into a meeting counts as being present although quorum is needed with bodies present to do this.

James suggested a special meeting date of Tuesday, August 29, 2017 at 6:00 pm be set tentatively.

**FINANCIAL REPORT**

Schmidt reviewed the financial report from the packet. No questions were raised.

**CONSENT AGENDA**

Schmidt reviewed consent agenda items including bill authorization in the amount of \$16,226.84 and meeting minutes from the July 18, 2017 Board meeting.

Strayer asked for an explanation of larger bills with amounts over \$1,000 for the purpose of addressing questions if asked. Schmidt and Hart addressed those line items. Strayer also questioned the value with New Moon. Markland explained work that New Moon does. Parker

pointed out on the July 18<sup>th</sup> minutes that Parker and Bertschy were listed under both Yeas and Recused and asked to be stricken from the Yeas.

Motion made by Henderson and Supported by Strayer to approve the consent agenda as presented.

YEAS: Bertschy, Henderson, James, Owocki, Parker, Schmidt, Strayer, Thompson  
(Steffey not present for vote)

NAYS: None

ABSENT: Bayer, Canever, Green, Osborn **Motion was carried by Roll Call Vote**

### **CITIZENS COMMENTS**

No requests to speak were made.

### **2017 LADIES NIGHT OUT & 2018 SPRING FLING EVENTS**

Hart reviewed his memo regarding the 2017 Ladies Night Out and 2018 Spring Fling events, and recommends approving both at a cost not to exceed \$2,500 for each event.

Stacey Mielcarek thanked the DDA for their support of these events. Funds from the DDA helps with advertising, printing, and banners.

Markland thanked Mielcarek for her work on putting on these events.

Motion by James and Supported by Bertschy to approve the expenditure of \$2,500 (not to exceed) for the 2017 Ladies Night Out and expenditure of \$2,500 (not to exceed) for the 2018 Spring Fling events.

YEAS: Bertschy, Henderson, James, Owocki, Parker, Schmidt, Strayer, Thompson  
(Steffey not present for vote)

NAYS: None

ABSENT: Bayer, Canever, Green, Osborn **Motion was carried by Voice Vote**


### **CALL TO THE AUDIENCE**

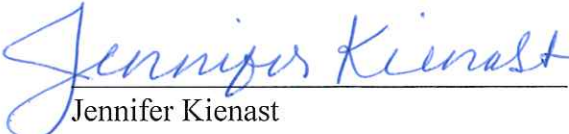
No requests to speak were made.

### **BOARD COMMENTS**

Strayer commended last week's Back to the Bricks event. James had questions about the Caroline Street Project. Markland updated the Board on Champagne & Marx projects. Schmidt inquired about the Welcome to Fenton sign on Main Street that is still missing. Markland reported the sign is at the DPW garage but will check on it and report back at the next meeting.

Meeting was adjourned at 6:28 PM

  
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Craig Schmidt  
DDA Chairman

  
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Jennifer Kienast  
DDA Recording Secretary

Date Approved: 9/19/2017