

**DOWNTOWN DEVELOPMENT AUTHORITY MEETING  
MINUTES OF FEBRUARY 20, 2018**

The meeting was called to order by Chair Kendra Jickling at 8:02 a.m.

**Members Present:** Julia Robbins, Kendra Jickling, Charlie Bush, Robert Lentz, Scott Keys, Dennis Cargill, Sara Redman, Kelly Rheame, Meg Guzman, and Neil Bishop.

**Also Present:** City Treasurer, Sarah Kady; City Manager, Corey Schmidt.

**Audience Members:** None

*It was moved by Dennis Cargill and seconded by Julia Robbins to approve the January 16, 2018 minutes as presented. Motion Carried.*

**Audience Participation:** None.

**New Business:**

**A. Review of Quotes for Potential DDA Purchases and Projects**

City Manager Corey Schmidt provided a memo detailing quotes received for a variety of potential purchases and projects discussed by the Board at the January meeting. He noted that he did not yet have a quote for electrical upgrades at the Fenner/Marlette St parking lot as it was proving to be a difficult project to estimate. He did provide engineering estimates for a variety of sidewalk project ideas. He suggested waiting on a motion to fund a larger project until the electrical project costs were known.

He asked for the Board's direction regarding refurbishing or replacing the trash receptacles and benches. Quotes for both were provided. Board inquired if the refurbishing quote from RCA Trucking was for painting or powdercoating. Scott Keys suggested contacting JAS Steel and TJ's Powdercoating for quotes on the powdercoating work. Consensus was for

the Manager to bring back more information on the project after discussing powdercoating versus panting options.

Discussion turned to the quote from Valley City Signs to provide a new set of decorative banners for the downtown street light poles. The quote provides 40 banners for \$1,680.

**It was moved by Julia Robbins and seconded by Charlie Bush to approve the quote from Valley City Signs and ask for design renderings that feature the new City logo and the School District's logo and colors to review at the March 20 meeting. Motion carried.**

Manager Schmidt asked if the Board had interest in a building façade and signage improvement program, to add a new item to the community's economic development tool box. He noted that the packet included information from a program the DDA ran in the 1990s. He asked if there was interest, that the Board consider a motion to have staff research it and bring a proposal.

**It was moved by Charlie Bush and seconded by Sara Redman to have staff research the feasibility of a building façade and signage improvement program for the DDA District.**

Charlie Bush commented he would like to see a low interest loan program, so the DDA would have the ability to generate some revenue. Discussion ensued. Additional comments included capping the financial commitment to protect the DDA.

**Motion carried.**

## **B. Subcommittee Updates**

Kendra Jickling stated that Launce Sulaty agreed in a discussion to allow use of his vacant lot at Morris and Main for the purpose of a Farmers' Market. Rob Lentz stated the subcommittee was going to meet with Carl Osentoski, Director of the Huron/Sanilac Economic Development

Corporation, who has experience with farmers' markets in the region. He said the subcommittee would be using this meeting to inform their plan for moving forward.

Kendra Jickling reported that resident Barb Moore would help organize seasonal beautification projects. The Board discussed the need for more potted planters for the downtown corridor. Kelly Rheaume discussed the possibility of having one of her employees help to water certain planters.

### **Other Business**

Kelly Rheaume mentioned she would like to see an effort made to fill empty buildings. Rob Lentz commented that some communities have business incubators where they help with rent for a period of time, such as six months. Discussion ensued. Manager Schmidt stated he would research these programs and bring information to the next meeting.

Kelly Rheaume also commented that many of her customers ask what to do while they are in town while their pets are getting groomed. She said it would be helpful to have a map of things to do or visit within the community for a three-hour period of time. It was suggested that the Chamber of Commerce could help with this idea.

***The meeting was adjourned at 9:17 a.m.***

Respectfully Submitted,

Sarah Kady