



**City of Garden City  
DOWNTOWN DEVELOPMENT AUTHORITY  
Board of Trustees**

**REGULAR MEETING MINUTES – Sept 15, 2015**

**A. Call to Order 8:30am**

1) Roll Call

**Members present:** Chairman Steve Valenti, Vice Chair Bruce Boland, Treasurer Penny Klei, John Fleming, \*Orin Mazzoni, \*John Santeiu, and Bob Squires.

**Others present:** Director Kimberly Dold, Theresa Manuel

**Members absent:** (EXC) Mayor Randy Walker (EXC) John Prosch (EXC) Melissa Freeman

2) Approval of Agenda

**Motion to approve the Agenda by Bruce Boland supported John Fleming.**

*Motion passed unanimously*

**B. Consent Agenda Items: (motion as a whole)**

1) Approval of Minutes

(a) Regular Board Meeting: August 18, 2015

2) Acceptance of Accounts Payable as listed:

(a) To date September 2015

3) Acceptance of Finance Report as listed for August 2015

**Motion to approve the Consent Agenda by John Santeiu supported by Penny Klei.**

*Motion passed unanimously*

**C. ACTION ITEMS:**

1) DDA FOIA Policy

Due to recent legislative updates to the FOIA law the DDA attorney, Joe Couveur, suggested that we have our own policy in place and up to date.

**Motion to accept the DDA FOIA policy as presented by Bob Squires supported by John Flemming.**

*Motion passed unanimously*

**D. Information Items**

1) Garden Plaza Dumpster Enclosure

\*Mr. Mazzoni arrived at 8:45am during dumpster discussion.

Kim expressed to the board that the dumpsters have become “unsightly” in the area seen by consumers and travelers on Ford Rd. Kim met with Kevin & Bob to discuss businesses building their own dumpster enclosure or the possibility of the DDA building an additional enclosure. Discussion on asking the store owners to keep it clean to where the best location of a dumpster might be and having Hennessey advise was discussed. Mr. Santeiu suggested asking Mr. Newman about selling a portion of his property as well as talk to our DDA attorney about the Adverse Possession Law.

2) CBD LED Upgrade Streetlamp Project

Chair Valenti recently met with CGE Energy, experts in the field of alternate and renewable energy. Their program is similar to the one offered by the Energy Reduction Coalition that was discussed in August, major difference being that CGE installs and utilizes alternative energy, windmills, etc. At the company's request Kim forwarded copies of our most recent DTE billings for CGE to review.

There is also a legal concern as a DDA/Municipality in regards to the ERC contract stating they would reserve the right to repossess in the event of nonpayment, etc.

Kim advised Debra Cain, DTE, of the board's decision to move forward with this project and she replied that they would like to get this going this year since their series conversion project team are currently under budget and can easily absorb the removal cost. She also stated that the project can be paid for with 50% up front and the remainder upon completion. Kim also spoke with the DDA attorney. Mr Couveur has some concerns in regards to traditional financing and would like to speak with the auditors at Plante Moran. Kim will arrange a conference call.

Board expressed they would like DTE for the gateway project and would like additional information from CGE.

Discussion before Mr. Santeiu needed to leave meeting.

Kim has not used her 3 weeks of vacation. Kim asked if 2 weeks may be used in February of 2016. Board maintained if it was within the contract it would be up to the Chairperson however, to check with attorney if it needed to be used before the end of the calendar year.

\*Mr. Santeiu excused at 9:53am.

3) Tree Trimming/Maint RFP

The DDA received one BID for the tree trimming; however it was disqualified due to a no show at the mandatory Pre Bid meeting. Kim revised the RFP to include only the one time trimming and posted again. The BID's are due on September 30, 2015. If at that time there is no reasonable BID's Kim will attempt to ask for quotes for the project.

**E. Committee Reports**

**1) Promotion Committee**

- a) Lucky Squirrel 8/22
- b) Chili Cook Off 10/10

We added a Restaurant Category. Shuttle Service will be available provided by Nankin Transit. We are collaborating with the Garden City Business Association (GCBA) to include an Afterburn Event immediately following the Chili Cook Off 5pm to 9pm.

- c) Trunk or Treat 10/29

Another collaboration with the GCBA. Will be held in the Farmers' Market Lot.

- d) Santa Land 11/28

- e) Business Expo 11/28
- f) Tree Lighting 11/30

- 2) Design Committee - Commons Corner Bollard Project  
Bruce Boland will be getting a visual for the Board.
- 3) Maintenance Committee  
All is good; weeds are being taken care of.
- 4) Marketing Committee  
Kim met with the, owner of the old post office building and Maplewood Lumber. Drones retail, plus training and education center is in the works for the old post office.

**F. Open Discussion/Call to Audience**

Bob Squires brought up a foul/moldy odor coming from the resale shop. Kim said City Manager Bob Muery is aware.

\*Bob Squires excused 10:20am.

John Fleming brought up the artwork near Oakwood Medical on Ford is falling apart. It is believed the contract should be up soon, now it is a good time to pull it, and the board no longer wishes to continue the program.

John Fleming mentioned the crosswalk signage / pedestrian right of way and mentioned the teens do not seem to be congregating in front of building as in the past.

**G. Adjournment**

**Motion to adjourn at 10:26 am**

**Motion to adjourn by John Fleming supported Orin Mazzoni.**

*Motion passed unanimously*