



City of Garden City
DOWNTOWN DEVELOPMENT AUTHORITY
Board of Trustees

REGULAR MEETING 11/15/2016

A. Call to Order 8:38 am

1) Roll Call

Members present:, Chair Bruce Boland, Treasurer John Fleming, Secretary Penny Klei, Orin Mazzoni, Bob Squires, John Prosch, George Karafotis

Others present: Director Kimberly Dold, Theresa Manuel

Members absent: (EXC) Melissa Freeman (EXC) Steve Valenti (EXC) Mayor Randy Walker (ABS) John Santeiu

2) Approval of Agenda

Motion to approve the Agenda by Bob Squires, supported by John Prosch.

Motion passed unanimously

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

1) Approval of Minutes

(a) Regular Board Meeting: October 18, 2016

2) Acceptance of Accounts Payable as listed:

(a) To date – November 2016

3) Acceptance of Finance Report as listed for October 2016

Motion to approve the Consent Agenda without the acceptance of the Financial Report by John Fleming, supported by John Prosch

Motion passed unanimously

C. ACTION ITEMS

1) Elite Eyewear

Motion to approve repairing of the concrete in front of Elite Eyewear by John Fleming, supported by Orin Mazzoni.

Motion passed unanimously

2) Theresa Manuel PA

Motion to approve a 3.25% increase in pay, effective immediately for Theresa Manuel based upon her job performance by John Fleming, supported by Orin Mazzoni.

Motion passed unanimously

3) DDA Computers

Motion to approve the purchase of new computer hardware and software at a cost not to exceed \$3,000.00 by John Prosch, supported by Bob Squires

Motion passed unanimously

D. Information Items

1) DTE Gateway LED Upgrade Project

The underground wiring portion is well underway, with many of the T boxes already in place. Painting of the poles to take place in the spring. Kevin Roney has been in touch with MDOT regarding curb.

9:20am John Prosch Excused

2) CGE Central Business District LED Upgrade Project

CGE has been on site and will provide a detailed crew schedule in the next few days.

3) LED Lighting Ordinance Violations

Mayor Walker assigned a committee to review this issue: Council Members Pam King and Jaylee Lynch, DPS Director Kevin Roney, Planning Commissioner Willbey Pistor and myself. The Planning Commission is also looking into this issue.

4) Joe D's Parking Improvement

At the business owner's request, Kim Dold worked with Kevin Roney and Ryan Kern from Hennessey Engineering to remove a sidewalk peninsula from behind Joe D's. This allows more accessible handicap spot along with improved delivery truck access.

5) 2017 Farmers Market

The Parks & Rec Department is reviewing the possibility of holding the Farmers Market at City Park. The DDA Board Members are in favor of continuing the Farmers Market Downtown for the 2017 season.

E. Committee Reports

1) **Promotion Committee**

- a) Harvest Market –September 18 through October 28: Wrap up meeting and discussion of the Farmers Market future will need to be set up.
- b) Trunk of Treat – October 27: Higher attendance than last year. Questimate over 2,500 in attendance. Gary Carter went above and beyond setting up and cleaning up.
- c) Santaland Parade – November 26: Coloring books were made by Lisa Kleinart, GCPL Librarian. Coloring Book Materials and crayons were purchased by the Friends of Garden City Library. Coloring book includes an Art Center & 2017 Bacon Run advertisement.
- d) Tree Lighting – November 28: Special guests include Santa, Tipton Middle Schoolers & MRBC

10:05am Penny Klei and Orin Mazzoni Excused.

2) **Design Committee -**

3) **Maintenance Committee -** Fall Clean Up, Mulch, Holiday Lighting.

4) **Marketing Committee -**Mary Jo Grand would like to volunteer to be on the committee.

F. Open Discussion/Call to Audience

Good turnout for Laughing Pig Comedy Show. Art Center plans continue to move forward.

June 2nd Kiwanis will be hoisting a Great Pig Race.

Thank you letters were received from the H.O.M.E. Pantry, Goodfellows and Straight Farmhouse for our Chili Cook Off donation.

G. Adjournment 10:26 am.