



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

**REGULAR MEETING – July 19, 2016**

**A. Call to Order – 8:35am**

- 1) Roll Call

**Members present:** Chair Bruce Boland, Treasurer John Fleming, Secretary Penny Klei, Orin Mazzone, John Santeiu, Melissa Freeman, John Prosch, Bob Squires.

**Others present:** Director Kimberly Dold, Dan York

**Members absent:** (EXC) Mayor Randy Walker (EXC) Steve Valenti

- 1) Approval of Agenda

**Motion to approve the Agenda by Penny Klei, supported by John Fleming.**

*Motion passed unanimously*

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

- 1) Approval of Minutes
  - (a) Regular Board Meeting: June 21, 2016
- 2) Acceptance of Accounts Payable as listed:
  - (a) To date – July 2016
- 3) Acceptance of Finance Report as listed for June 2016

**Motion to approve the Consent Agenda by John Santeiu, supported by John Prosch**

*Motion passed unanimously*

**C. ACTION ITEMS:**

- 1) Executive Director Review

**Motion by John Santeiu, supported by Orin Mazzone, to award Executive Director, Kimberly Dold, a Performance Bonus of \$2,000.00.**

*Motion passed unanimously*

**D. Information Items**

- 1) DTE Gas Vault Restoration Work

**The concrete work at the corner of Ford Rd and Middle Belt is scheduled to be removed and replaced. The mast arm damage will be repaired. DTE owes us 3 trees, we are looking for possible sites to plant them.**

- 2) CGE LED Upgrade

**DLL Financial Solutions has approved the DDA's credit. Work is expected to begin in August, no hard dates yet.**

- 3) ART CENTER Open House -July 14

**The open house and celebration of the Community Chat's 300<sup>th</sup> show held the evening of July 14<sup>th</sup> was a success. Over 100 people showed up to congratulate Kerry Partin and to tour the building. Interest in the Art Center is growing.**

- 4) ICSC Idea Exchange – July 14

**The DDA Director attended the Idea Exchange on Thursday, July 14<sup>th</sup> and reported that the speakers were very encouraging in regard to business growth. The 'Hot List' of expanding businesses was distributed and will be researched to see what may be applicable for Garden City.**

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- 5) ByLaw Committee Report  
**The committee will be meeting on July 28<sup>th</sup>**
  
- 6) State Form 5176 Submission  
**Verification was received from Allyson Bettis that the form has been submitted to the State of Michigan. This is the form that is used to request the revenue that we have lost due to the Property Tax revision. Last year we received approx \$39,000.00, this year is expected not to show significant change.**

#### **E. Committee Reports**

##### 1) **Promotion Committee Reports**

- a) Scavenger Hunt/Music in the Park  
We have over 20 businesses participating in the Scavenger Hunt, including the DDA. Music in the Park on July 28 will host the awards.
- b) Lucky Squirrel – September 17
- c) Chili Cook Off – October 8  
The Promotions Committee has begun to work in earnest on the cook off.

##### 2) **Design Committee**

No report, will begin meeting in the fall.

##### 3) **Maintenance Committee**

Request by board to inquire about Kroger parking lot lighting. The lights are turned off at night, leaving the area extremely dark.

##### 4) **Marketing Committee**

- a) Great Lakes Burger Bar update – Grand Opening should be anytime
- b) McDonalds update – still pending – possibly 2017

#### **F. Open Discussion**

Treasurer Fleming stated that the June Finance Report shows approximately \$30,000.00 not spent in FY15/16, but we will have to wait until the Audit is completed to know exactly.

Trustee Prosch reports that a tree located on Middle Belt Road at Balmoral needs trimmed, it is a possible hazard.

Dan York let everyone know that per the Santaland Committee, this years Santaland Parade theme is 'It's A Gingerbread Thing'

#### **G. Adjournment 9:27am**