

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY WAS HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 N. FOURTH ST., TUESDAY, JULY 26, 2016.

- I. Chairman Showalter called the meeting to order at 12:08 pm.
- II. **Present:** Autumn Hunter, Joseph Clark, Rusty Showalter, Joanne Bennett, Sandy Rabidue.
Absent: Mark Wait, Teresa Henry, Samantha Fabbri.
Others Present: Ogemaw EDC Director, Mandi Chasey, GPSCR Coordinator, Kelli Collins.
- III. **Additions to agenda** - None.
- IV. **MOTION BY BENNETT, SECOND BY RABIDUE, TO ACCEPT THE MINUTES FROM THE DDA SPECIAL MEETING HELD JUNE 10, 2016.**
Yes - Showalter, Hunter, Rabidue, Bennett, Clark.
No - None
Absent - Wait, Henry, Fabbri
Motion Carried.
- V. **MOTION BY SHOWALTER, SECOND BY CLARK, TO PAY THE BILLS IN THE AMOUNT OF \$27.37 - PIZZA.**
Yes - Showalter, Hunter, Rabidue, Bennett, Clark
No - None
Absent - Wait, Henry, Fabbri
Motion Carried.
- VI. **Bids** - Showalter advised the board approved the re-lining of the fountain. During that process they discovered additional issues with the fountain. The concrete slab the fountain sits on has sunk in the center which causes water to lie on the concrete and will cause further damage. A bid was received from Finished Concrete for the amount of \$4936.00. City Manager, Heather Grace is checking to see if we have any legal recourse. The DDA has spent \$10,000 in the past 1 1/2 years to repair the fountain. Showalter suggested we fix the current issues and go forth with legal recourse. All members expressed concern over the additional expenses incurred by DDA due to engineer or contractor work. Finished Concrete will warranty work for 1 year.

MOTION BY RABIDUE, SECOND BY HUNTER, TO ACCEPT THE BID FROM FINISHED CONCRETE IN AMOUNT OF \$4936.00 TO REPAIR THE WATER FOUNTAIN.
Yes - Showalter, Hunter, Rabidue, Bennett, Clark
No - None
Absent - Wait, Henry, Fabbri
Motion carried.
- VII. **Reports and/or comments**
Chairman Report
Chairman Showalter advised the bathrooms in the pocket park will be left open this year through the winter events. The drinking fountain and water fountain will be winterized October 1. Showalter will talk to DPW and if weather permits check to see if they could be winterized later in the month. Showalter also ordered a sign for the bathrooms to be put on the light pole with an arrow showing where the public restrooms are located. Showalter

advised the need to get a bronze plaque for the Grant Project. He requested to be allowed to get pricing. Before getting a price he will need the size and a script of what is to go on the sign. It was suggested to have it sized to fit on a pillar that holds up the bathroom awning.

Member Reports - None

City Manager Report - None

VIII. New Business

Mural and Wall Sign - Chairman Showalter presented a picture of a proposed mural. When the Pocket park project was started it was in the grant to do a mural. SHPO (State Historical Preservation Office) has advised we can still do the mural but cannot attach it to the wall due to structure and history. Chairman Showalter stated he would still like to see some type of art work put in there. He presented a copy of art work that was proposed and stated he would like to get pricing. We could get the mural and pay for it...SHPO will not pay for it if attached to the wall. It was agreed to submit the RFP for the mural to any local artist in the community.

IX. Old Business

Facade Update - have not been able to contact or reach the owner of the old laundromat. Showalter stated he is going to try to reach out to him via certified mail and give him an ultimatum since he has put down a \$2000 non refundable deposit. If he doesn't contact the engineer to give the information they need....he will be removed from this round of the program. Rabidue presented a draft of the pencil drawings for her business from the engineer. The difference between a facade grant and restoration grant were discussed. Showalter explained this pencil drawing is just a rough draft. Once owners have made their choices, they will create 3D rendering and a cost estimate for each building owner to use towards the grant program applications.

Showalter advised he watered the flowers on behalf of the DDA. He stated there is a sign at the Bell Tower showing all names of volunteers. Discussion was held on the flowers not doing as well this year due to the extreme heat. It was suggested to make some changes next year on the plant/flower selections. Showalter stated the Greenhouse needs the order before the end of December to get the selection we want. Discussion was also held on the weeds in the sidewalks and tree grates. DPW does spray but can only use store bought sprays as they are not certified to use stronger chemicals. There has been some discussion to get someone in DPW certified.

Chairman Showalter introduced Kelli Collins as the new Grants, Public Safety, and Community Revitalization Coordinator (G.P.S.C.R.).

X. Public Comment - None

XI. Adjournment

Chairman Showalter adjourned the meeting at 12:56pm.

Respectfully Submitted,
Kelli Collins - G.P.S.C.R.