

**Garden City Downtown Development Authority
DDA Office
Executive Board Meeting Minutes August 3, 2010
Pending Board Approval**

1. Treasurer Boland called the meeting to order at 9:20am

2. Roll call

Members present: Treasurer Bruce Boland, Secretary Ken Versele.

Others present: Administrative Asst. Kim Dold, McKenna Associate Heather McPhail

Members absent: CEO Randy Walker, Vice Chairperson Robert Squires, Chairperson John Proush

3. Approval of Minutes

Motion by Tyszkiewicz, supported by Klei, to approve the minutes of the Regular Board Meeting, May 18, 2010 and Special Meeting of May 25, 2010.

Motion passed unanimously.

4. Approval of Accounts Payable and Financial Report

Motion by Santeiu, supported by Tyszkiewicz, to approve payment of the Accounts Payable List of June 11, 2010 and July 9, 2010, as presented and the May & June Financial Reports as presented.

Motion passed unanimously.

5. Credit Card Request

Bruce Boland will investigate further, \$1,500.00 limit requested by board.

6. K-Mart request

K-Mart had sent request to inquire if DDA would like to do anything in conjunction w/ their parking lot improvements. Heather will respond that we offer low interest loans and w/o K-Mart committing to the parking lot re-design, the blvd cannot be done – referring to the Garden Plaza design.

7. Promotion Committee – Downtown Days Event

Heather, Kim & Bob gave the board an update – mentioned that volunteers are needed.

8. Upcoming Conferences – MDA (July 16) ICSC (July 22)

Kim and Heather will attend the MDA Conference, with Randy and Sarah Traxler attending the ICSC Conference.

9. Goals Discussion

Target goals were reformatted to the following:

- Short Term:
1. Commons Corner Redevelopment
 - a. Bruce gave review re: Design Committee plans
 2. Town Center Dumpster Enclosure
 - a. Willby to survey Planning Commission for exception to ordinance gate material on enclosures.
 3. Possible purchase of Medical Center Bldg
 4. Ford Rd Streetlights/Gateways
 - a. Preliminary research needs to be completed. DTE teardown costs, new poles, etc.

- Long Term:
1. Garden Plaza Redevelopment
 2. Kmart Ford Road Entrance
 3. Community Pavilion

10. Other Business

- a. DDA Bags for Election Workers – DDA will donate 80 bags.
- b. Garden Plaza BID – Set First Steering Committee Meeting
 - i. John Proush requested to be added to Steering Committee
- c. Garden City Medical Bldg
 - i. Willby brought to the boards attention that the bldg has been foreclosed on and the City has been offered first right of purchase, he suggested the DDA look into purchasing.

Motion by Santieu, supported by Boland, to research demolition costs for the Medical Center bldg and to call a Special Board Meeting to discuss possible purchase of Medical Center bldg.

Motion passed unanimously.

- d. DDA Storage unit increase in monthly fee

Motion by Tyszkiewicz, supported by Versele, to approve increase of \$25.00 per month for storage fees.

- e. Set dollar limit for payment of unapproved invoices.

Motion by Santieu, supported by Tyszkiewicz, to give Kim/Bruce authority to pay invoices without prior DDA Board approval of up to \$500.00.

11. Chairman Prosch called to adjourn the meeting at 10:12am

Kimberly Dold, DDA Administrative Assistant