

**Garden City Downtown Development Authority
DDA Office
Special Meeting Minutes November 23, 2010**

1. Vice-Chairman Bob Squires called the meeting to order at 6:00pm

2. Roll call

Members present:, Mayor Randy Walker, Treasurer Bruce Boland, Dash Desai, Orin Mazzoni, , John Santieu, Vice Chairman Bob Squires, Secretary Ken Versele, Penni Klei

Others present: City Manager Darwin McClary, Administrative Asst. Kim Dold, McKenna Associate Stacey Tobar, McKenna Associate Courtney Piotrowski, Planning Commissioner Willbey Pistor, Planning Commission member Harriet Batchik

Members absent: Chairman John Prosch, Brian Lindbloom, , Ron Tyszkiewicz

3. Approval of Minutes

Regular Board Meeting: **Motion by Boland, supported by Walker**, to approve the minutes of the Regular Board Meeting as corrected for October 19, 2010.

Motion passed unanimously.

Special Board Meeting: **Motion by Boland, supported by Walker**, to approve the Minutes of the Special Board Meeting for October 27, 2010.

Motion passed unanimously.

4. Approval of Accounts Payable and Financial Report

Motion by Santieu, supported by Boland, to approve payment of the Accounts Payable List as listed, and the October 2010 Financial Reports as presented.

Motion passed unanimously.

5. NEW Business

A. Streetscape Bond Refund Resolution

Motion by Versele, supported by Walker, to approve refunding the streetscape bond.

Motion passed unanimously.

B. Reimbursement to Kim Dold for Michigan Downtown Association Conference

Motion by Walker, supported by Boland, to reimbursement Kim Dold \$35.00 conference fee.

Motion passed unanimously.

C. Presentation: Commons Corner Concepts by C. Piotrowski, McKenna Associate.

Walker, Boland, Squires & Pistor all commented that what was presented was more of a new design concept than the site plan that was requested. A Design Committee mtg will be scheduled with Courtney invited to review the plans.

6. OLD Business

A. DDA Credit Card Policy

Bruce explained that the application the DDA had received was for a Business card. The DDA requires a Corporate card. Bruce will visit Chase Bank to apply for one.

B. Brick Pavers and Sidewalk Repairs

Stacey to tabulate options and present at the December board meeting.

C. Chamber of Commerce Map Advertising

Completed.

D. Towne Center Dumpster Enclosure

3 bids were presented to the board, it was decided that a few of the board members would make on site visits to some of the referrals and review the work. This project is on hold until Spring 2011. Stacey to notify the bidders that we are tabling until the December meeting. It was also noted that we would need to ask City Council for permission to improve city property prior to beginning construction.

E. Medical Center Building

The DDA was outbid on the Medical Center bldg. We will be receiving a refund of the auction fee.

F. Removal Ford Road Street Trees

Still researching, Stacey to check with Donna Crips @ City Hall. If permit exists, the owner should be able to produce it.

7. Committee Reports

A. Promotion Committee Update

Santaland event planning is underway

B. Design Committee Update

See C. under NEW Business

C. Maintenance Committee Update

1. DQ sod has been laid

2. Mums are in the Farmers Market area for residents to take

Motion by Santieu, supported by Walker, to approve purchase of downtown area spring hanging baskets.

Wilbey mentioned that the Presbyterian Church on Middlebelt needs irrigation and is located in the DDA zone, he would like the committee to research.

8. Goals Discussion

Stacey reviewed the recommendations for the Capital Improvement Projects:

Towne Center Dumpsters

Streetscape Repair

Commons Corner

Farmers Market Pavilion

Streetscape Completion

Motion by Walker, supported by Santieu, to accept the CIP

9. Director's Report

Covered in OLD Business

10. Open Discussion/Call to Audience

- A. Vice Chair Bob Squires read thank you letters from the UPC and United Needy regarding \$500 donation from the Chili Cook Off
- B. Kim presented information about the Thousand Miles for Michigan campaign
- C. Kim gave the board information concerning the radio ads that the Chamber would like the DDA to contribute to. Will need to verify with legal that it is within the bound of the DDA to be involved.

Motion by Walker, supported by Boland, to contribute up to \$4,000 with approval towards the radio ads.

11. Adjournment at 7:43pm

Kimberly Dold
DDA Administrative Assistant