

Minutes

**Downtown Development Authority
Regular Meeting
Wednesday, March 18, 2009
Main Street Office
118 E. Front Street**

Chairperson Floraday called the meeting to order at 7:50 a.m.

1. Roll Call

Present: Chairperson Rick Floraday, Vice-Chairperson Frank Wszelaki, Treasurer Mary Gail Beneteau, Gabe Martin, Mayor Worrell, Kimberle Daniels (a 7:55), Ken Wickenheiser (a 7:55), Cheri Weakly

Excused: Janet Berns, Barry Kinsey

Absent: Michelle Cloutier

Staff: Andrea Jones

Guests: Jeanne Micka

Chairperson Floraday announced that Doug Chaffin submitted a letter of resignation to the DDA.

2. Consent Agenda

March Agenda
February 18, 2009 MSM/DDA meeting minutes
March Financial Reports

It was moved by Mr. Martin and seconded by Ms. Weakly to approve the consent agenda as presented.

Motion carried unanimously.

3. 2008-2009 Work Program

A. Wayfinding Update and Funding

Ms. Jones reported back on her meeting with City Staff in which an unofficial proposal was created as to how the project would be completed. City staff and Ms. Jones would complete the details of the project and 1-2 sample signs will be installed to receive feedback.

Mr. Wickenheiser and Ms. Daniels arrived at the meeting at 7:55 am.

There was discuss about costs estimates and what would be included in the price.

It was moved by Treasurer Beneteau and seconded by Mayor Worrell to proceed with the proposal for signage and spend up to \$2,000.00 for preliminary signage.

Motion carried unanimously.

B. Bike Rack Installation Funding

Ms. Jones explained the need to budget for labor/installation costs for projects moving forward. There was discussion regarding the logistics of the DDA paying the city staff costs for installation. There was discussion regarding other contractors that could install the bike racks.

There was discussion regarding bike ordinance regulations and the length of time that a bike can be chained to a rack/tree/light post.

It was moved by Ms. Weakly and seconded by Mr. Martin to spend up to \$900.00 to install bike racks but investigate other installers.

Motion carried unanimously.

C. Main Street Update/All Committee Reports

- Organization – No meeting.
- Promotion – Minutes were enclosed in the meeting packet.
 - Earth Day Sponsorship Request

Ms. Jones explained the request for banners and signage that can be used year after year. The Promotion Committee recommended \$1,800.00 sponsorship. There was discussion as to where the banners would be and cost estimates. There was discussion as to what benefit this would serve over other projects that the MSM/DDA could fund.

It was moved by Treasurer Beneteau and seconded by Cheri Weakly to accept the recommendation of the Promotion Committee for the \$1,800.00.

7 Ayes, 1 Nay (Wickenheiser)

Ms. Jones will request a draft of the banners to show the Board prior to printing.

- Design – Minutes were enclosed in the meeting packet.
- Economic Restructuring – No meeting.
- Façade Grant Committee – No meeting.

There was discussion regarding the steps that will be taken if Façade Grant applications don't exceed the budget.

- Capital Improvements Committee – No meeting.

Chairperson Floraday requested a volunteer for Chairperson of the Capital Improvements Committee.

4. Other Business

A. National Main Street Conference Presentation

Ms. Jones provided a summary of information she learned at the conference and ways in which we could implement those projects locally. There was discussion regarding the benefits of the conference and the information learned.

It was moved by Ms. Weakly and seconded by Treasurer Beneteau to set up a Facebook account for the DDA.

Motion carried unanimously.

5. Communications

Comments

Ms. Weakly asked if any City Staff had attended the LED lighting seminar. No staff had.

Ms. Jones stated that City Council approved a resolution to apply for funding to remove the dams in the River Raisin as requested by the Monroe County Drain Commission. There was discussion regarding the history of the proposed project and the potential affect.

6. Adjournment

A motion to adjourn was made by Treasurer Beneteau and seconded by Ms. Weakly at 9:15 A.M.

Motion carried unanimously