


MAR 14 2016

CITY OF NEW BALTIMORE

DOWNTOWN DEVELOPMENT AUTHORITY (DDA) MINUTES

January 13, 2016

At a meeting of the City of New Baltimore Downtown Development Authority (DDA) held on Wednesday, January 13, 2015 at 7:00 p.m. at the City of New Baltimore Conference Room located at 36535 Green Street, New Baltimore, Michigan 48047, the following members were present:

PRESENT: Wojciechowski, Chairman, Cox, Drompp, Higgins, Krause, Lietke, Miller, Treasurer, Niederkohr (came into the meeting at 7:10 p.m.) Dupray and Hanway, Secretary.

ABSENT: Dorothy Stabile

ALSO PRESENT: Florence Hayman, Council Liaison

A Motion was made by Lietke, supported by Drompp to excuse the absent member. The Motion Carried. There being a quorum present, the meeting was called to order by Chairman Wojciechowski at 7:02 p.m.

ELECTION OF OFFICERS: Chair, Vice Chair, Treasurer and Secretary

CHAIRMAN

MOTION

A Motion was made by Lietke, supported by Krause to nominate Michael Wojciechowski as Chairman of the DDA Board. Mr. Wojciechowski accepted the nomination. The Chairman asked if there were any other nominations. There being none, vote was called on the motion and The Motion Carried.

VICE CHAIRMAN

MOTION

A Motion was made by Wojciechowski, supported by Dupray to nominate Mark Lietke as Vice Chairman of the DDA Board. Mr. Lietke accepted the nomination. The Chairman asked if there were any other nominations. There being none, vote was called on the motion and The Motion Carried.

TREASURER

MOTION

A Motion was made by Drompp, supported by Lietke to nominate Mark Miller as Treasurer of the DDA Board. Mr. Miller accepted the nomination. The Chairman asked if there were any other nominations. There being none, vote was called on the motion and The Motion Carried.

SECRETARY

MOTION

A Motion was made by Krause, supported by Lletke to nominate Janice Hanway as Secretary of the DDA Board. Ms. Hanway accepted the nomination. The Chairman asked if there were any other nominations. There being none, vote was called on the motion and The Motion Carried.

APPROVAL OF MINUTES December 9, 2015

Members were in receipt of the DDA minutes from the meeting of December 9, 2015. After review, Mr.Drompp requested that on page 4 of the minutes 3rd paragraph, 1st sentence, the word tower be changed to tank.

MOTION

A Motion was made by Dupray, supported by Lietke, to approve the minutes of December 9, 2015 as revised. The Motion Carried.

APPROVAL OF AGENDA

MOTION

A Motion was made by Lietke, supported by Miller, to adopt the agenda as presented. The Motion Carried.

TREASURER'S REPORT

Members were in receipt of the Treasurer's Report and Budget dated 12/31/15. After review by Treasurer Miller, the following action was taken:

MOTION

A Motion was made by Lietke, supported by Higgins, to approve the Treasurer's Report and Budget as presented. The Motion Carried.

PUBLIC COMMENT

There was none at this time.

GENERAL BUSINESS

- A. Ron Earle presentation to the DDA regarding the placement of a 160 foot flag pole in the downtown City Park.

Mr. Ron Earle, 50720 Lenox Street, addressed the Board on this issue. Mr. Earle distributed material outlining the project to purchase and install a flag pole in place of the old water tower. He gave a brief history of the water tower and stated the Lions Club had wanted to save it, but concluded the expense would be too great. After the water tower had gone down, it had been

proposed by members and a motion had been approved to purchase and install a 160 foot flag pole as a landmark. They went before City Council who approved the project. It was also approved by the Mayor. He obtained bids and the cost came in at approximately \$60,000 with a fundraiser target of \$65,000 to cover any additional expenses. The Lions Club would be providing the initial \$10,000. He was the Lions Club Fund Raising Chair and would be visiting various city departments and community groups to explain the project and gain support.

Mr. Earle further explained the proposed new flag pole would be highly visible from land and water and would be the tallest flag pole in the State. They would hope to dedicate it by Memorial Day 2016. He was looking for support from the DDA either as a group or individually for approval of the project, or donations and fundraising. Checks could be sent directly to New Baltimore Lions Club or credit card donations could be made thru GoFundMe.com/cdewkktg.

After discussion, the following action was taken:

MOTION

A Motion was made by Lietke, supported by Drompp, to approve this project thru the Lions Club of New Baltimore for the purchase and installation of a 160 foot flag pole for the City of New Baltimore Walter and Mary Burke Park. The Motion Carried.

- B. Finalize and approve accelerated payment schedule on DDA loan from City of New Baltimore.

Members were in receipt of a proposed DDA loan payoff plan as discussed at the previous December, 2015 meeting. This would be an accelerated payoff of the debt elimination loan to the City. Treasurer Miller explained this accelerated plan would save the cost of interest and would make DDA funds available sooner for future projects. He further explained if the Board agreed to make a payment of \$70,000 now, the DDA would save 6 months of interest. Mayor Dupray informed members that the city's liaison from Plante and Moran did not foresee any problem with the DDA doing this and felt it would be fiscally sound. After review, the following action was taken:

MOTION

A Motion was made by Lietke, supported by Cox, to pay \$70,000 to the City of New Baltimore now as part of the accelerated payoff plan of the debt elimination loan and approve the DDA loan payoff plan as presented at this meeting with any additional information or revised numbers to be presented at the next scheduled DDA meeting. The Motion Carried unanimously by roll call vote.

- C. Approval to pay DTE Energy (December and January) in the amount of \$152.67

MOTION

A Motion was made by Cox, supported by Drompp, to approve payment of the DTE invoice for December thru January in the amount of \$152.67. The Motion Carried unanimously by roll call vote.

D. Digital sign at City Hall

Mayor Dupray explained this was an idea that had been talked about over the past year. The thought was to place a digital sign at city hall in place of banners. He was bringing this before the Board for members input since this would be in the DDA District.. Members were favorable and felt it would be a good way to provide information to the public. Ms. Hayman stated she had some reservations because the location would be in the historic district and also questioned if it would be cost effective. She felt there were other more important projects with a higher priority that should be addressed at this time.

After continued discussion, the following action was taken:

MOTION

A Motion was made by Lietke, supported by Krause, to approve a digital sign to be placed in front of New Baltimore City Hall. The Motion Carried unanimously by roll call vote with Chairman Wojciechowski abstaining because of the various commissions he is a member of relative to this issue of electronic reader board signs..

Treasurer Miller informed members that a Motion was needed to transfer funds to pay the \$70,000 loan payoff payment as approved earlier in this meeting. The following action was taken:

MOTION

A Motion was made by Lietke, supported by Drompp, to approve the transfer of funds in the amount of \$70,000 from the DDA money market account to the checking account in order to pay the accelerated loan payment to the City of New Baltimore as previously approved at this meeting. The Motion Carried unanimously by roll call vote.

MAYOR UPDATE

Mr. Drompp asked if the vacant funeral home downtown was going to be developed. Mayor Dupray replied there had been a bid accepted, but the partners involved had a financial problem and, therefore, the property would be going back out for bid.

Ms. Cox asked for the status of the blighted building located on Washington Street (next door to the upholstery shop). Mayor Dupray explained it was a condemned building and would be taken down soon.

BOARD MEMBER COMMENTS

None at this time.

ADJOURNMENT

MOTION

A Motion was made by Dupray, supported by Drompp, to adjourn the meeting at 8:30 p.m. The Motion Carried.

Minutes submitted by Janice Hanway, Secretary