

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE WYOMING DOWNTOWN DEVELOPMENT AUTHORITY AT ITS MEETING OF JULY 7, 2015

DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES OF APRIL 28, 2015 (rescheduled from April 7, 2015)
CITY COUNCIL CHAMBERS
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: Steve Harkema, Doug Kochneff, Mayor Jack Poll, James Streeter, Bernie Van der Klok, Lillian VanderVeen,

MEMBERS ABSENT: Jeff Baker, Curt Male

STAFF PRESENT: Jennifer Ballard, Heidi Isakson

OTHERS PRESENT: Bob O'Callaghan from the Wyoming-Kentwood Chamber of Commerce, Rich Wadsworth from Edward Jones.

Chairman Kochneff called the meeting to order at 7:33 a.m.

Approval of Meeting Minutes

There were no changes to the meeting minutes from the 10/7/14, 11/13/14 & 1/6/15 (notes). Mayor Poll made a motion to accept the meeting minutes, seconded by Streeter. Motion passed unanimously.

Public Comments on Agenda Items

O'Callaghan presented a Metro Cruise Sponsorship Proposal. The Chamber of Commerce asked for a \$2,500.00 donation from the DDA. Harkema expressed his support of the Metro Cruise. O'Callaghan thanked the DDA for their past and continued support with the Metro Cruise.

Election of Officers

Poll made a motion to approve the election of officers including Chairman Kochneff, Vice-Chair Poll, and Secretary VanderVeen, Streeter seconded. Motion passed unanimously. Isakson recommended Ballard as Deputy Secretary. Poll made a motion to appoint Ballard as Deputy Secretary, seconded by Harkema. Motion passed unanimously.

Appointment of Treasurer

Isakson explained the current situation regarding the City of Wyoming's Finance Department personnel changes. Isakson suggested appointing the Finance Director or Deputy Finance Director as the DDA Treasurer. Poll made a motion to appoint the Finance Director or Deputy Finance Director as DDA Treasurer, seconded by VanderVeen. Motion passed unanimously.

Treasurer's Report

Isakson distributed the balance and income sheets dated through March 31, 2015.

Presentations

There were no presentations.

Approval of 2015-2016 Budget Proposals

The 2015-2016 budget proposal and justification was included in the agenda packet. Isakson walked through the details of the suggested budget proposal figures. Poll made a motion to approve the budget as presented, motion seconded by Van der Klok. Motion passed unanimously.

DDA Director's Report

Status of 28West Place:

Isakson explained the designing of the crescent street is progressing on the City's end, but the physical project is currently on hold due to the recent decision by Wyoming Village Mall to stop renovation and development at this time. Communication between the City Wyoming Village Mall owners will continue.

Status of Pedestrian Lighting Repair/Replacement:

Isakson explained (during the budget proposal discussion) that there are still eight light fixtures on Michael Avenue that need replacement. Public Works recommended if the lights cannot be replaced that they be removed. Isakson recommended \$10,000.00 to complete these repairs. This suggestion was approved with the approval of the budget proposal.

DDA Holiday Decorations:

Isakson noted the holiday decorations are in need of replacement. Heyboer received a quote of about \$7500.00. Isakson suggested using the current decorations for one more year and continue the discussion and research options for new decorations during the next fiscal year. The board agreed with this suggestion.

RECON Conference May 2015:

Isakson will be attending the RECON Conference in May in Las Vegas, Nevada.

Michigan Downtown Association Flint Workshop April 2015:

Ballard attended the Michigan Downtown Association Workshop in Flint in April. Ballard explained the agenda of the conference and will email the board the presentations from the conference.

Wyoming Gives Back

Wyoming Gives Back is scheduled for Thursday, December 3, 2015.

Additional Items

An article titled "A New Life for Dead Malls" article in the packet as informational material for the board.

Public Comments:

O'Callaghan inquired about if there was any movement on the Klingman building. At this time, there was no new information on this property.

Round Table Comments:

Van der Klok inquired about if the board takes bids on landscaping. Kochneff explained that in the past bids were accepted but, Heyboer has continued to do a good job at a reasonable cost.

Harkema noted that the area where the daylilies are located by 131 has overgrown and needs to be cleaned up. Harkema also inquired about the landscaping that was removed on the corner of Clyde Park and 28th Street during reconstruction and wondered if MDOT was supposed to replace the landscaping.

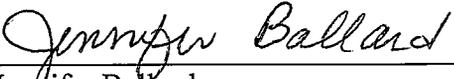
Poll discussed the concerns over the landscaping issues in the medians that the City faced last summer. He noted that while the City does its best to keep costs down when bidding out a project, sometimes the lowest bidder does not turn out to be the best choice. Poll explained the City has revised its approach in the bidding process to ensure the work gets done effectively and as quickly as possible.

VanderVeen asked about the date of the next meeting. The meeting date is July 7, 2015. VanderVeen noted she is happy to hear about the discussion of the possibility of more food businesses and green space areas within the City.

Kochneff expressed his concern regarding the bus stop located at the corner of 28th Street and Division Avenue. He noted the stop is utilized by many riders in the winter and because of the east-west route, he suggested some type of enclosure for riders. Kochneff expressed his appreciation for the board's time today.

Adjournment

The meeting was adjourned at 8:28 a.m.



Jennifer Ballard
Deputy Secretary