

Downtown Development Authority
Minutes
Wednesday, August 12, 2009

*Approved
Sept 9, 2009
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Call to Order: at 7:05 p.m. by Chairman Dick Pierson

Roll Call: Members Present: Plante, Drompp, Pierson, Wojciechowski, Gruca, Stabile, Lietke, Goldenbogen.

Not Present: Nellis, Vanderbossche.

Also Present: Judy Sproat, Director of Planning and Economic Development
John Paul Rea, Macomb County Planning and Economic Development

Approval of Minutes:

MOTION by Wojciechowski, second by Plante, to approve the July 8, 2009 minutes as presented. All in favor. Motion carried.

Approval of Agenda:

MOTION by Plante to approve the agenda as presented. Gruca requested adding the Scarecrow Contest to the agenda. The MOTION was amended to add item "G" Scarecrow Contest. Wojciechowski supported the amended motion. All in favor. Motion carried.

Treasurers Report:

Judy Sproat explained the Treasurers Report was distributed with the agenda (copy attached). Treasurer Vanderbossche was unable to attend and asked to be excused. MOTION by Wojciechowski, second by Gruca, to accept the treasurer's report. All in favor. Motion carried.

Public Comments: None.

General Business:

A. Payment Request of \$100.00 to Dennis Wnuk for flower purchase

MOTION by Plante second by Goldenbogen, to approve the payment. All in favor. Motion carried.

B. Payment Request of \$429.20 to Anchor Bay Schools for flower purchase

MOTION by Lietke, second by Wojciechowski to approve the payment. All in favor. Motion carried.

C. Payment Request of \$114.42 to Judy Sproat for umbrella purchase

MOTION by Lietke, second by Stabile to approve the payment. In favor: Nellis, Stabile, Lietke, Goldenbogen, Plante, Pierson, Wojciechowski, Gruca. Opposed: Drompp, as he felt the Recreation Department should be paying for them. Motion carried.

D. Consideration of request for a donation to the Jingle Bell Run

Judy Sproat explained she had received an email from Sherry Lawfield, (copy attached) indicating she had met with Rick Wellman from the Anchor Bay DECA Society and were requesting a donation for the Jingle Bell Run this year.

The board discussed making donations to events the DDA does not sponsor being in violation of the DDA Act. This type of donation is against the bylaws and it is not in the DDA Plan, and the funds are not available. The mayor explained that between the debt payment for the streetscape and the shared expenses this year the DDA is running at a deficit. We are taking money out of our cash reserves to support the budget. It is not in our plan to support events that are not directly sponsored by us. Our TIFA funds are around \$45,000 and our budget indicates we will spend more than that because of the Blueprints Plan, electrical work, and façade improvement grants. A year to date budget will be distributed.

Max Plante wanted to go on record as in support of the Jungle Bell Run downtown. The mayor agreed. The activity downtown benefits the DDA. Discussion continued regarding the ways to benefit the downtown. Judy Sproat explained the DDA needs to be involved in this event for a donation to be legitimate under the DDA laws.

MOTION by Goldenbogen, second by Gruca to deny the request for a donation to the Jingle Bell Run, based on our legal obligations to the DDA Act, and our budget constraints. All in favor. Motion carried.

E. Update on Washington Street water main replacement construction

Judy Sproat explained the project developed quickly as the county was willing to participate in the micro resurfacing. The water main replacement bids came in lower than expected and the project is going well. The county will not resurface until next spring. Judy Sproat is maintaining contact with the business and residents affected. The mayor explained the water main was the first installed originally put in place in 1905.

The utilities and roads committees have committed to replacing water mains and resurfacing the roads afterwards. The bid process was discussed as a rumor was circulating that the project was not put out for bid. The mayor explained 12 to 15 companies submitted bids for the project. Council is not required to take the lowest bidder, but having a reason not to should be discussed.

Discussion resulted in the scarecrow contest being placed before the DDA and TIF Renewal Plan.

G. Scarecrow Contest

Nancy Gruca discussed the contest. There was a lack of participation last year from Ride the Wave. She explained she needed additional help. Judy Sproat volunteered to help. A panel of judges was suggested for this year. Discussion continued regarding allowing businesses to place their scarecrow in front of their business. Dorothy Stabile volunteered to help with the flyer.

MOTION by Goldenbogen, second by Stabile, that the DDA support the Scarecrow Contest. All in favor. Motion carried.

F. DDA and TIF Plan Renewal (Second Draft)

Judy Sproat apologized for not forwarding the draft to the DDA members before tonight (copy attached). John Paul Rea has added the illustrations that typically accompany a DDA Plan. It is not in a final form.

John Paul Rea discussed the layout. Pages 1-17 are the narrative that we went over last week. The major changes are on page 7. With the approval of Judy and the mayor the site plan review language and the expectations of the site plan review process were made less harsh. Page 11 implemented the arts and culture section highlighting the importance of the downtown. Pages 18-28 were our attempt at filling in the legislative requirements. These are statements of objective that fall in line with headings within the DDA legislation.

What is the district, what is the zoning, what is the character of the district, are questions that were defined. The different expectations for each one are also defined. Zoning changes and cost projections are included. Items I, J, K, and L focus on the relocation of displaced residents should they be moved for redevelopment purposes.

Also in the packet is a spreadsheet which identifies every property within the downtown district. The highlighted properties are city hall, and the two parcels which comprise the Walter and Mary Burke Park, are not currently within the DDA district. The second page indicates the SEV for 2008 compared to 2009, and indicates a drop in the SEV for the downtown district. Judy Sproat will be working with the city assessors to review the property values in the DDA district. It appears the values are low. Had the values been accurate, the loss of TIF funds may not have been so dramatic. The mayor explained the forecast in the original DDA plan did not include the Headlee amendment, and used a 7% growth projection. The current growth projections may use a 1.5% projection. Revisiting the projections vs. actual figures is important. Judy expects to have some solid projections for the next 20 years available for the next meeting.

Mr. Rea continued, also in the packet are two baseline maps, the existing boundaries for the DDA and the proposed DDA with city hall and the park parcels included with the zoning districts identified. He also provided updated demographic projections as of the second quarter of 2009. The 2009 population projection, demographic statistics and economic indicators are also included. The baseline executive summary was explained as the significant demographic and economic indicators within the downtown. The market profile is 8 pages, reviewing every major demographic, economic indicator significant to the community. A housing profile is also included. There are 100 housing units for 2009 within the DDA. 80 occupied, owner 30%, renter 50%, vacant 20%. The rental percentage for our DDA is considered a good number. The last pages in the packet include the demographic and income profile and business summary for the DDA. These are the most recent statistics available from the county. It is beneficial for communities to have these statistics available.

Judy Sproat and John Paul Rea will continue to refine the information collected and ensure we meet the objectives from the legislative and tax increment financing standpoints. Mr. Rea explained as the DDA board reviews the document, if any red flags pop up, to please contact him.

The mayor commended the enthusiasm, attitude and determination from the county for the work on this plan.

The mayor explained a lot of what was proposed in the original plan was accomplished. Judy Sproat discussed the legislation allowing the DDA to be very broad in what they would like to accomplish as opposed to 10 years ago, when it was very specific.

Mr. Rea explained the section discussed at length at the last meeting was the DDA expansion. The Michigan Downtown Association recently had a meeting where their discussions were about proposed legislation allowing DDA expansion. During expansion, entities allowed to opt out would be entities proposed to be captured.

Max Plante discussed the transient harbor. He asked if the board was satisfied with the wording of the statement of intent. Judy Sproat explained that much of the language was taken from the Blueprints program which was adopted by the DDA board and city council. She felt the language was strong enough. Mr. Plante did not feel it stated the benefit to the community at all. The mayor indicated he thought we were trying to stay non controversial. Mr. Plante explained it seems to put the emphasis on the benefit to the downtown rather than on the whole community. Mr. Rea explained this plan is supposed to be focused on the downtown district.

Mr. Rea explained that in doing the baseline analysis for the downtown the vacant parcels are considered for a more effective use of the land in the next 20 years. There are 2.2 acres of vacant parcels in a total of 20 acres downtown, approximately 10%.

Judy Sproat explained they hope to have this document finalized by November. She requested any comments or suggestions by the next meeting.

MOTION by Stabile, second by Goldenbogen to proceed with the fine tuning of the DDA Plan and to have a formal document available for the next meeting. Board members should review it and comment ASAP to Judy Sproat at city hall, or John Paul Rea at 586-469-5285, email: johnpaul.rea@macombcountymi.gov. All in favor. Motion carried.

Dorothy Stabile explained she was asked by someone in Chesterfield Township to work with a group interested in forming an arts council. She asked if that is something possible in New Baltimore, and does anyone have information available. Judy Sproat explained that in her community in Rochester, they have the Paint Creek Center for the Arts. It is owned and operated by an arts council. She will find out more for the DDA. John Paul Rea suggested another resource is Dr. Jennifer Callins, who runs the Anton Art Center in downtown Mt. Clemens.

There is one parcel of property next to the Citgo station on Green Street at Maria, which is not classified. Mr. Rea is working with the GIS and graphics coordinator at the county to find out why this parcel is not within the taxing information available. Replacing the library photo with the new photo was also suggested. The final document will be available on the website.

Max Plante asked about the stability of the County Planning and Economic Development Department under the current financial situation. Mr. Rea explained the future of the County is in a constant state of flux and transformation. He stated honestly he will keep showing up for work until they tell him not to. Judy Sproat stated that on several occasions she has told Steve Cassin who runs the department what an asset John Paul has been to New Baltimore. She has also told County Commissioner Brian Brdak, and John Crumm. Personally, he explained that if something were to happen to his position at the county, he is committed to seeing this project through to completion. He also apologized for the typos in the draft. Several people proofed and missed the mistakes.

Mayor's Update

The mayor explained he had an opportunity to attend a mayoral seminar in Grand Haven, on the west side of the state on Lake Michigan. They have a light show across the harbor with fountains and music. They also had a symphony orchestra performing from a barge. Their downtown capture is about \$800,000. Their downtown is a bit bigger than ours, and they have three and four story buildings. Their mayor is a shoe salesman. He walks everywhere in town. Their population is about the same as New Baltimore, however their tax capture is about two million more than ours. They have a nice streetscape not much better than ours. They have a \$500,000 skateboard park. They had problems there originally but since installing cameras and enforcing their one tolerance process, one chance to redeem yourself or you are gone and can never come back, things are working out great. They have a beautiful boardwalk area from the harbor to the beach. They have a lot of charter fishing. They have a beautiful community center, partially funded by the DDA. They also have a Coast Guard Museum.

The focus of the seminar was recreation. Grants are available, through the DEQ and DNR. We are looking into funding to develop two baseball fields owned by Bay Rama. Judy Sproat is helping with grant applications. He was originally apprehensive about attending a recreation seminar, but was amazed. One speaker was the DDA director from Traverse City. He has a 3 million capture. Their DDA runs two parking authorities. They have a film festival. They show 35 films over a week and utilize the school facilities. Those are the kinds of things that helped their downtown take off. They have converted an old opera house. The mayor will be sharing with Judy and Mike recreational grant possibilities.

Huntley Road, formerly Hooker, reconstruction is moving along. It should be completed in 2 1/2 more weeks. Curbing is supposed to go in this week, and then paving. It will be a big improvement to town. There is one curb guy who does about 99% of all the curbing in Michigan and we had to get on his list.

We have issues on Cricklewood. The road is in bad shape because of the truck traffic.

We are going out for bid on the 24 Mile Road sidewalk from Base Street to Huntley next week.

The Citizens Advisory Committee is holding a "Meet the Candidates" at the high school, Wednesday, September 16th from 7-9 p.m. All candidates are invited. The CAC has taken it on because they weren't sure if the Chamber was going to host it.

The next DDA meeting is September 9th.

Judy Sproat discussed the new businesses in town. There is a new pastry shop in the Five Star Plaza. The old Bay 23 restaurant is under construction and will reopen as Brad's Barbeque. Slippery Rock has a soft opening scheduled for August 20th for family and friends, to work out the kinks. The Atlas Locksmith should be opening within the next week. Judy explained she visits all the new businesses.

The county is not going to micro resurface Washington until next spring.

The old library building is vacant again.

The mayor explained our beach is open more than most other beaches in Macomb County. Last year we were listed as closed 16 days. Only one time during the beach season. In September we had a huge rain and due to some construction in the area we were closed from the 15 through the end of the month. This year the beach has been closed twice.

New grass seed is planned this fall for the park after the Lions Car Show. The area will be closed off. Max Plante stated the beach has been a great addition to the community.

The cameras at the parks are functioning and being used to charge vandals.

They mayor explained the theme at the seminar was "We can all go inside and wait for the clouds to pass in Michigan, but our theory is, we are going to learn to dance in the rain".

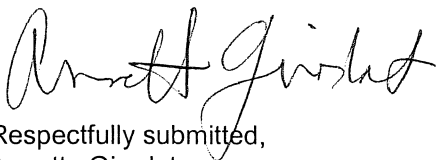
Member Comments

Nancy Gruca suggested the mayor encourage his department heads to participate in the scarecrow contest.

Max Plante asked about our mystery brick contest. Nancy Gruca explained she had talked with Beth Stanton and it didn't work out this year. We could try it again next year. Max suggested we put it on the agenda for next year, and if Beth is not able to participate, we should find someone else to take it on, as people enjoyed the contest.

Adjournment

MOTION by Lietke, second by Wojciechowski to adjourn. All in favor. Motion carried. Meeting adjourned at 8:45 p.m.



Respectfully submitted,
Annette Girodat

DOWNTOWN DEVELOPMENT AUTHORITY
NEW BALTIMORE, MI

Treasurer's Report: July 31, 2009

Checking Account:		June 30, 2009	<u>2,591.81</u>
7/9/2009	Transfer from CD	17,300.00	
7/31/2009	Interest	0.50	
	Total Income	<u>17,300.50</u>	17,300.50
Cash Disbursements:			
7/9/2009	#1142-City of New Baltimore-payment to EDC	17,299.50	
7/27/2009	#1143-Brad Gerdes-Installation of 3 bricks	110.00	
	Total Cash Disbursements:	<u>17,409.50</u>	17,409.50
Balance Checking: July 31, 2009			<u>2,482.81</u>
Time Deposit: June 30, 2009			164,792.65
(Variable rate currently at .75% APY .75%)			
7/9/2009	Transfer to Checking Account	(17,300.00)	
7/23/2009	Interest	366.36	
Balance Time Deposit: July 31, 2009			<u>147,859.01</u>
TOTAL FUNDS ON DEPOSIT:			<u>150,341.82</u>
Business Loan			40,581.46
Next payment due - 9-30-09			
Interest rate 4.26%			
Payment amount \$23,774.97			
TOTAL LOANS:			<u>40,581.46</u>

Bonnie A. Vanderbossche, Treasurer

Judy Sproat

From: Sherry Lawfield [slawfield@mycommunitybank.com]
Sent: Wednesday, July 15, 2009 3:48 PM
To: Judy Sproat
Subject: DDA meeting

Forward

Hi Judy, I am not sure who to pass this on to but, Rick Wellman from Anchor bay Deca was in today, he wanted to know if the DDA was going to continue their sponsorship of the Jingle Bell Run this year. They are getting ready to print the shirts and are trying to contact all the sponsors and he was not sure who to contact. He needs to know as soon as possible if the DDA is going to continue the sponsorship.

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