



Minutes
Downtown Development Authority
March 26th, 2024 – 3:30 p.m.
989-754-8222

- I. **Call to Order** – Chairman Tom Basil called the meeting to order at 3:30pm.
- II. **Roll Call** – Rachel Morneau took roll.
Members Present: Tom Basil, Mike Hanley, Tim Morales, Amy Spadafore, Herb Spence, Eric Tankersley, Dennis Whalen, and Adam Tompa.
Staff Present: Tom Miller, Rachel Morneau and Steve Hensley.
Guests Present: Yolanda Bland, Director of the Office of Management and Budget and Police Chief, Robert Ruth
- III. **Approval of Minutes** – Tuesday, January 23rd, 2024 – **Action Item**
Motion made by Member Hanley, supported by Member Tompa, to approve the DDA January 23rd meeting minutes. Motion approved.
- IV. **DDA Façade Grant Request – STEVE HENSLEY**
Staff Hensley provided an update regarding a façade grant application for Rita’s Southern Soul Café located at 110 N. Washington Ave. The request is for \$12,476. The recommendation from the façade committee is \$5,000. Motion made by Member Spadafore, supported by Member Tompa, to approve the \$5,000 façade grant recommendation. Motion approved.
- V. **Match on Main – STEVE HENSLEY**
Staff Hensley provided a brief update regarding the Match on Main grant program. The MEDC paused the grant in February because updates were being made to the program. The grant program is now open, and all grant applications are due to the DDA by April 8th. Last year, Cream and Sugar Ice Cream Co., was awarded a Match on Main grant. Currently, the application is posted on the DDA website and the DDA Facebook page.
- VI. **DDA TIF Plan Reset – TOM MILLER**
Staff Miller provided an update for the board to review. SPICER engineering sent a proposal to update the TIF plan in an amount not to exceed \$15,700. Staff Hensley and Miller met with representatives at Spicer Group who specifically assist and consult DDAs regarding TIF updates. If the TIF plan is updated this year, the DDA would capture the summer and winter taxes of 2025. Miller asked the board to review the shared document and noted that the process will continue to move forward.

VII. Next Fiscal Year's DDA Budget – TOM MILLER

a. Police Cameras

Staff Miller shared that he and Member Morales have been meeting with Chief Ruth and invited him to present to the DDA board regarding police cameras and community safety. The Chief introduced the state police mobile cameras to the DDA district last year. Miller further explained this was a very effective tool over the summer months.

Member Morales shared that the State police have a limited number of these camera units, and if there are other events throughout the state that have a higher priority than the cameras can be pulled and re-located. Chief Ruth found a company that leases these mobile cameras for a minimum of 6 months at a time, which works well with the time frame of the city's desired use.

Chief Ruth presented to the board and explained the importance of having cameras in our city to continue reducing crime while ensuring public safety. A motion was made by Member Hanley, supported by Member Whalen, to split the camera cost, having the DDA cover 2 of the 4 mobile camera units as a 6-month lease. Motion approved.

VIII. Mason Building

Staff Miller provided an update regarding the Mason building following a meeting with SPICER and Brian Keeler. They provided the landbank a quote of \$27,000 to remove the façade of the building. The building is not marketable in its current state. Miller suggested removing the façade and cleaning the building, then listing it with a commercial real estate agent and putting a two-year window on it for development. If no one purchases within the two-year timeframe, the landbank can move forward with demolition. Miller also mentioned it would be good to do soon, so it will look nice during the Memorial Cup. Member Morales made a motion, supported by Member Whalen, to allocate \$10,000 to the Mason building project. Motion approved.

IX. Next Meeting –Tuesday, April 23rd, 2024 – 3:30 p.m.

X. Adjournment

Motion made by Member Hanley, supported by Member Whalen to adjourn the meeting at 4:21 p.m. Motion approved.

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