

# Downtown Development Authority Brownfield Redevelopment Authority

Board Meeting  
Wednesday, February 1, 2017  
6:30 p.m.

Present were: Groves, Harrett, Honea, Blessing, Reid

Absent were: Carr, Soderstrom, Peterson, and Johnson

Staff Present: Jean-Buhrer and Irwin

Others: Janet Michaluk, Paula Schmidt

The following items were discussed:

1. The meeting was called to order by Groves at 6:30 p.m.
2. Public Comment - None
3. Approval of December 7, 2016 meeting minutes  
The motion was made to recommend approval of the December 7, 2016 meeting minutes by Honea, supported by Blessing. All approved by verbal vote. Motion carried.
4. DDA Events and Committee Agenda  
Jean-Buhrer stated this was an informational agenda for the committee to see the first agenda for the Events Committee, proposed projects of discussion. Jean-Buhrer presented the Buy Local poster updates, stated the mini brochures will be out with the next spring themed poster to area businesses for distribution. She also talked about other projects such as; Tuesday Tunes and a possible Food Truck Festival. She stated there were other individuals expressing interest in helping the new Events Committee. Groves expressed support of but also concerns with the Food Truck Festival. Jean-Buhrer assured him this was in the very beginning planning stages, and many steps to follow before finalized for approval. Jean-Buhrer also discussed a banner project for the area students. There are 2 local teachers expressing interest in a proposed project. They would have their students draw musical theme pictures that would be transferred to a banner for the light poles in the Downtown District. It is a project designed to promote the Tuesday Tunes and Music in the Parks Events held downtown in

the summertime. There is a corporate sponsor willing to assist. Also, looking into possibly having FIA students submit a few pieces of art for banners.

5. FY 2017 Brownfield and DDA Financial Reports

There is not much change in the Brownfield Financial Report, however, there is an item of importance in the DDA Financial Report. The item is the Commitment of a Reid Road Sanitary Sewer Line Improvements balance. This was originally budgeted at the recommendation of the previous City Manager, Paul Brake. It is Jean-Buhrer's recommendation that the committee de-commit these funds to the Reid Road Sanitary Sewer Line Improvements. Her advice is to use the allotted money for downtown events to involve the community.

The motion was made to take the \$20,000.00 commitment out of the Reid Road Sanitary Sewer Line Improvements by Blessing with support by Reid. All approved by verbal vote. Motion carried.

6. New Project or Idea(s) - To remain on future agendas

- a. Façade Improvement and Discussion - Nothing new to report
- b. Business Recruitment and Retention Discussion - Jean-Buhrer
- c. Property Update and Discussion -
  - i. 11410 S. Saginaw Street (Old Marathon Station Site) - Mr. Roye has until April 29, 2017 to get a shovel in the ground. He will be attending the next Planning Commission meeting (February 20, 2017 at 7:00 P.M.) with site plans and improvements.
  - ii. Reid Road Apartments - Planning Commission gave Tobin Group a 90-day extension. City is meeting Friday to get Tobin Group to sign PUD, then onto the City Council Agenda to move forward.
  - iii. 11236 S. Saginaw Street (Aremia's Site) - Site plan was submitted, facade improvements requested. This will be a retail space.
  - iv. City Vacant Property - Sites are being marketed on Zoom Prospector as of this week, no interest yet.
- d. Redevelopment Liquor Licenses Discussion - No requests at this time, option is still available.
- e. Flower Basket Discussion - Jean-Buhrer stated there will be more flower baskets ordered, just like the 3 baskets on the back table. She has reached out numerous times to Sunrise Greenhouse for a quote on flowers, with no response yet. It was noted this is the off season for the greenhouse, there is still plenty of time. Discussion

regarding contacting additional local greenhouses for flower quotes. Jean-Buhrer received a second quote for the double arm brackets that while significantly cheaper, the DPW Director Matt Wurtz does not believe to be inferior quality wise. The committee stated the design was much nicer than the originally proposed brackets. Discussion ensued among the committee with various scenarios regarding placement of the flower baskets. They also discussed how much should be spent on this project.

The motion was made for approval up to \$5,800.00 for Jean-Buhrer to purchase light pole double arm brackets, flower baskets, and flowers by Honea with support by Blessing. All approved by verbal vote. Motion carried.

- f. Parking in the Downtown Discussion -Jean-Buhrer has met with the engineer to review a schematic to present to the four area owners within the next month.
- g. DDA District Boundary Features Discussion - Highlighting details, such as DPW sandblasting the Downtown trash cans.
- h. Target Market and Retail Market Analysis Studies Discussion - Jean-Buhrer discussed two different analysis studies. The first regarding housing, which would highlight they type of housing needed in Grand Blanc. The second regarding retail, which would highlight which types of businesses are needed here. The studies are very costly, but have real benefits to the City. She will be adding this into the City's budget for approval. Jean-Buhrer also suggested a partnership with Grand Blanc Township to help them promote the new Tech Village, but also a way to promote Grand Blanc City's opportunities for economic development.

- 7. Miscellaneous - None
- 8. The meeting was adjourned at 7:13 P.M.

Respectfully Submitted,

Christina Irwin  
Acting Recording Secretary  
Downtown Development  
Authority