



**DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING MINUTES— NOVEMBER 21, 2024 – 12:00P.M. – CITY COUNCIL CHAMBERS**

The meeting was called to order at 12:10p.m.

MEMBERS PRESENT: Chairperson Jeff Berro(12:30); Vice Chairperson James Martin; Secretary/Treasurer Diane Parker; Standing Member Steve Beller, Mayor; Members Larry Dishaw and Joseph Pagano.

MEMBERS ABSENT: Chairperson Jeff Berro; Member Shayla Hopper

ALSO PRESENT: Building and Safety Director William Vack; Eric Holtz, Director of Public Services (12:37); Ken Marx, C.E. Raines; Jeramiah North, Rotary; Derrick Welton, Fire Chief; Brian Keesey, McKenna Associates; Brian Marciniak, City Administrator (12:21); Liz Hendley, Director.

Motion by Pagano, supported by Martin, to excuse the absent members. All present voting “Yes”.

PURPOSE

The purpose of these special meetings are to discuss and determine capital improvement projects related to the DDA District.

APPROVAL OF MINUTES

Motion by Martin, supported by Pagano, to approve the minutes of August 15, 2024. All present voting “Yes”.

PRIORITIZED PROJECTS

1. Vreeland/Telegraph – Elks Sidewalk: Ken from Raines noted engineering about 75% done. Has to determine status of easement (City or State?). Has to get with MDOT. Move bench to straighten out sidewalk. Hydrant needs to be relocated. Look into costs of replacing benches.
2. Clock Tower Parking Lot: Priority after sidewalk.
3. Arsenal Road: Sectioning in Spring, possibility of extending Gaglio contract. Schedule before events start.
4. Bike Path, Mill & Fill: Mill and fill or patch replacement?

TOPICS DISCUSSED

Other projects discussed included:

- Huroc Park Kiosk: Needs updating, anything City-wide, eventual redesign of kiosk, Liz to look for grants.
- West side of Arsenal street lighting – DTE – what is underground? Joe/Eric
- Create a Master List of projects
- Huroc Park: New design; start with Recreation Master Plan; Brian Keesey to send notes to Department Heads getting ideas and concept drawings; broken concrete = backfill with dirt?; add Boardwalk plans; walkway under bridge – not put in
- Streetscape: Larry brought up Adrian, trees with grates, no planters, grass between sidewalk and road.
- Trees in ROW: Is one necessary every “x” feet? Discussion with property owners about who is responsible for the trees – i.e. Whitewater Car Wash. Mayor Beller noted he has had complaints that trees block the signs of businesses. Larry/Bill Vack/Marvin to meet re: visibility of plaza tenants. Liz to apply for any and all tree grants.
- Meeting with McKenna/GLC/Larry/Joe – to take place in April.
- Design standards along Telegraph/Gibraltar and Huron River Drive: incorporate into Zoning Ordinance

- Master Plan Revision: Involve Historical Society/Commission. DDA submit concepts to PC for incorporation into Master Plan

Motion by Pagano, supported by Martin, to remove the planter boxes and pavers in front of the Senior Towers, leave as grass with a 2' wide splash zone. C.E. Raines to prepare specifications for bid. All present voting "Yes".

- Play Structure/Coleman Lot: low priority, is it buildable?
- Gazebo on island" was skewed/twisted, poorly designed/engineered. Was a kit. In process.
- C.E. Raines to look at putting utilities underground in a 2-block section.
- Leonard/Telegraph Crossing: Light non-operational.
- Huron Street modifications: Larry/Eric between Senior Towers and Convenient Automotive.
- WI-FI access in entire DDA District.
- Truck traffic on Huron River Drive
- Bringing River to Downtown
- Buy property near boat ramp
- Eric – Work on DDA district ideas
- Process Form – Liz
- Next meeting: February 20, 2025 at 12 noon

ADJOURNMENT

Motion by Pagano, supported by Berro, to adjourn the meeting. The meeting was adjourned at 1:49p.m.

NOTE: Larry providing lunch for next meeting.