

**Downtown Development Authority Board
Rescheduled Meeting
Thursday, February 5, 2015
City Hall Chambers**

Present: Atkins, Cady, LaVanway, Mayor Peck, McCloud, Miller, Teske, Worgess and City Manager Tom Cannon.

Absent: Krumholtz

Guest: Mark Penzien

Meeting was called to order by President Teske at 5:30 p.m.

Secretary's Report-

Motion by Peck, second by Atkins to approve the December 8, 2014 minutes. All ayes, motion carried.

Motion by Atkins, second by Peck to approve the January 12, 2015 minutes. All ayes, motion carried.

Treasurer's Report-

Motion by Worgess, second by Peck to approve of treasurer's report. All ayes, motion carried.

Motion by Miller, second by Worgess to pay the bills to EJ Chamber, True Value Hardware and Charlevoix State Bank (interest). All ayes, motion carried.

Motion by LaVanway, second by Miller to approve the July 1, 2015 – June 30, 2016 DDA budget. All ayes, motion carried.

Motion by Miller, second by Atkins to have City Manager Cannon work with the City Attorney to look into legality of DDA purchasing a piece of property within the DDA area. All ayes, motion carried. A letter was read from Darlene Bolser saying the property was for sale but would need to be restricted to a park.

City Manager's Report-

Cannon said waste water treatment facility feasibility study is completed and will be presented at the next City Council meeting. Council will need to decide if the facility will accommodate Burnette Foods. It is estimated to be a \$5.5 million dollar project in which grants may be available to pay for this project.

The kiosk that was on Main Street has been removed and stored by the salt dome until spring when it will be decided where it will be moved to.

A general assessment for the brick Cooperative building has been completed by CA2E. Huntington Bank has a mortgage on the Cooperative buildings. The Cooperative is

moving forward with a lot split. They would like to do something with the City regarding this building in hopes to either remodel it or tear it down.

Mayor's Report-

Mayor informed board that City Council will be having a retreat over the weekend to discuss strategic plans for the next year.

Chairman's Report-

Teske discussed DDA reports that are on the City's website under DDA for new DDA members to look at. He presented information to get new members up to date on history and studies that have been done for DDA over the years.

Old Business-

A. Resilient East Jordan-

Teske recommended board members take a look at the website: www.Resilientmichigan.org/project for East Jordan. The report has been completed and put online for the public.

New Business-

A. Election of Officers DDA Board Members for 2015

Motion by Peck, second by Worgess to keep same officers as last year with the exception of LaVanway who is acting Secretary. All ayes, motion carried.
President- Teske; Vice-President- Miller; Treasurer-Atkins; Secretary-LaVanway.

B. DDA Financial Outlook

This was covered in the treasurer's report.

C. Flower Boxes 2015

Worgess said she has this all set and will do this in March. She questioned the trees over grown in the flower boxes on Main Street. City Manager Cannon said he will do up a plan for the whole year regarding the trees in the downtown area.

D. Co-op Building Status-

An assessment was done by c2ae firm on the East Jordan Co-op building. The report made recommendations on the condition of the building and items were discussed in which would be needed to be addressed to continue service life of the building. The DDA concurred they have no interest in purchasing this building due to the large estimated expense to either demolish or correct the deficiencies of the building.

Other

McCloud informed the board that Cannonball LLC has plans for the three buildings on the first block of Main Street and plan to have their representative give a presentation at a future City Council meeting which will be open to the public.

Worgess talked about the cec committee traveling to Detroit to take a look at entrepreneurial businesses in that area that are successful. In fall, the committee plans to hold a “hatch” at High School in which the group will chose a proposal for a business and give that person \$10,000 to open their business in the city’s corridor. In May, a community awareness event will be held to try and get young people interested in volunteering in the community’s organizations.

Meeting adjourned at 7 p.m.

Next meeting is scheduled for Monday, March 2, 2015.

Respectfully submitted,

**Dawn LaVanway
Secretary**