

Downtown Development Authority
Regular Meeting Minutes

Wednesday, May 19, 2010
Rochester Municipal Building – 400 Sixth Street
7:30 p.m.

1) Call to Order

The regular meeting of the Downtown Development Authority Board of Directors was called to order by Chair Mike Clayman @ 7:30 p.m.

2) Roll Call

Board Members Present:	Board Members Present: Mayor Jeffrey Cuthbertson, Chair Mike Clayman, Cathy Daldin, Paul Haig, John Pino, Marilyn Trent, Stan Surratt, Dr. Atallah, Linda Lucaj
Board Members Absent:	Ken Johnson, John Modetz, Mary Wilson, Donn Dumouchelle
Council Liaison Present:	Ben Giovanelli
School Board Liaison Member Absent:	Lisa Nowak
Chamber Liaison Present:	John Gaber
Executive Director Present:	Kristi Trevarrow

Mike Clayman thanked Cathy Daldin for stepping in and conducting last month’s meeting, and welcomed Linda Lucaj to the DDA Board. Mike also noted that this would be the last meeting for both Stan Surratt and Ken Johnson, and officially thanked them for their contributions to the DDA Board. Stan Surratt thanked Mike for his comments.

3) Approval of Meeting Minutes

A. Approval of Regular Meeting Minutes – April 21, 2010

Ben Giovanelli had an amendment to the minutes, noting that his comments regarding the Rochester Citizen publisher Bruce Fealk were from his personal blog and not from any official statement as a City Council member.

Motion By:	Mayor Cuthbertson to approve the Regular Meeting Minutes of April 21, 2010, with the amendment as noted.
Support By:	Cathy Daldin
In Favor:	All
Opposed:	None
Motion Passed	

B. Approval of Closed Session Minutes – April 21, 2010

Motion By:	Mayor Cuthbertson for approval of the Closed Meeting Minutes of April 21, 2010 as presented.
Support By:	Paul Haig
In Favor:	All
Opposed:	None
Motion Passed	

- 4) Audience Comments
There were no audience comments.

- 5) Façade, Sign & Lighting Grants
A. Sign Grant Request for Green Baby, 431 Main

Kristi noted that Green Baby has been in business for a year now and under the guidelines may request a second sign grant within a five-year period.

Motion By:	Stan Surratt to approve the Sign Grant Request for Green Baby, 431 Main pending Administrative approval.
Support By:	John Pino
In Favor:	All
Opposed:	None
Motion Passed	

- B. Sign Grant Request for Parker Clinic, 132 E. Fourth

Motion By:	Stan Surratt to approve the Sign Grant Request for Parker Clinic in the amount of \$610.00 subject to Administrative approval and the one-year waiting period for new businesses.
Support By:	Paul Haig
In Favor:	All
Opposed:	None
Motion Passed	

C. Sign Grant Request for Goldfingers Salon, 111 E. Fourth

Motion By:	Stan Surratt to approve the Sign Grant Request for Goldfingers Salon, 111 E. Fourth in the amount of \$625.00, subject to Administrative approval.
Support By:	Paul Haig
In Favor:	All
Opposed:	None
Motion Passed	

6) Liaison Reports

A. City Council

Ben Giovanelli noted that the Council approved Bike Nights at Gus O'Connor's and had a second reading of the Bistro ordinance. He also noted that the city has a new trash hauling contract with savings of over \$100,000.00 over the old hauler. Paul Haig asked about the length of time the old hauler had been working with the City; Jaymes Vettrano, City Manager, responded that Richfield had been in service for 3 years. Marilyn Trent asked that the recycling continue. Ben also reported that the Council passed all budgets and thanked the administration and staff for their work.

B. Chamber of Commerce

Mike Clayman took this opportunity to welcome John Gaber to the Board. John reported that there is a new welcome packet for residents. He also thanked the DDA on behalf of the Chamber for reinstating the Kris Kringle Market in conjunction with the Christmas Parade.

C. School Administration

The liaison was absent, hence no report.

7) General Business Agenda Items

A. Final Adoption of DDA/PSD Budget – FY 2010-11

Motion By:	Mayor Cuthbertson to approve DDA and PSD Budgets for FY 2010-11 as presented.
Support By:	Cathy Daldin
In Favor:	Mayor Cuthbertson, Mike Clayman, Cathy Daldin, Paul Haig, John Pino, Marilyn Trent, Dr. Atallah, Linda Lucaj
Opposed:	Stan Surratt
Motion Passed	

Stan said he voted no because he disagreed with the separation of the DDA and PSD. Dr. Atallah thanked the Council for approving the budgets, noting that the fund balance is earmarked for specific construction projects and not for deficit spending. Mayor Cuthbertson noted that Council had concerns about the ‘surplus fund’, and said he supports the current budget. Ben Giovanelli spoke up in support of the budget. Mike Clayman said that the DDA’s goals included transparency and accountability, and that the objective was to right-size the operational budget. Paul Haig said that, while he didn’t agree with the decision on the PSD, he was willing to look at things in a fresh light, and that the DDA Board has always tried to do the right thing for everyone.

B. Request for Recommendation – Concours d’Elegance Motoring Tour

Dennis Scott from the Lions Club presented the request and described the proposed route. Paul Haig spoke in support of the event.

Motion By:	Mayor Cuthbertson to approve and forward the Request for Recommendation of the Concours d’Elegance Motoring Tour to City Council with appropriate road closures on University.
Support By:	Dr. Atallah
In Favor:	All
Opposed:	None
Motion Passed	

C. Request for Recommendation – Downtown Summer Events

Motion By:	Stan Surratt to recommend the Downtown Summer Events as proposed by the Promotions Committee to City Council with all appropriate road closures.
Support By:	Cathy Daldin
In Favor:	All
Opposed:	None
Motion Passed	

- 8) Receipt of Regular Reports
 - A. Executive Director’s Update
 - B. Events & Marketing Update
 - C. Business Recruitment Update
 - D. April 2010 Financial Report for DDA/Promotions
 - E. Organization Committee
 - F. Business Development Committee
 - G. Promotions Committee
 - H. Site Development Committee
 - I. Green City Committee of Rochester

9) Discussion of Reports

Kristi reported on yesterday's Technical Assistance Visit on the upcoming Main Street Reconstruction. Paul Haig praised the presenters, saying that the information was very well presented, and that this meeting garnered the largest number of property owners he'd seen in one room in the last 30 years. Cathy Daldin echoed the positive comments, saying it was outstanding and positive. Mike Clayman noted that this topic has everyone's attention and that he thought it was very productive. Paul Haig said that the presenters thought that the Rochester community was more prepared than any they'd been to. Mayor Cuthbertson asked if there would be a summary report, and Kristi responded that she would get the report in 30 days. She also noted that she had shared the alley and bridge enhancements with the consultants and they were very impressed.

Dr. Atallah said he was happy to hear there would be a summary and thought it would be helpful.

Kristi said about 40 people attended and that some of the suggestions from the presenters included an interpretive museum for items found under the street and partnering with service businesses during the reconstruction. She also gave an update on The Big Bright Ball, noting that restaurants are donating food, the Royal Park Hotel is donating the ballroom. The date for The Big Bright Ball is July 25.

Marilyn Trent reported that she attended the Oakland Green Summit, did a presentation, and got a lot of good information. She also wanted to mention the new bicycle racks.

Dr. Atallah noted that we are awaiting notification of MDOT's grant approval for the Paint Creek Bridge, which would hopefully come in June.

10) Miscellaneous

Kristi noted that at the City Appreciation Dinner, Nancy Voges was recognized for her 10 years of service with the DDA.

Ben Giovanelli announced that this Saturday was No Haz Day at Oakland University, and that there would be a garlic mustard pull at the Paint Creek Cider Mill on June 5th. Garlic mustard is a highly invasive weed. He also noted that it was National Trails Day and that a number of events would be happening on that day.

Cathy Daldin thanked Jaymes Vettraino for his help in finding the dumpster culprits who are not recycling appropriately.

11) Closed Session to Discuss Acquisition of Property

Motion By:	Paul Haig to move to Closed Session without an intent to return to Open Session.
Support By:	Dr. Atallah
In Favor:	All
Opposed:	None
Motion Passed	

The Board meeting went into Closed Session at 8:20 p.m.

Respectfully Submitted,

Karen Koski
Recording Secretary