

Downtown Development Authority
Regular Meeting Minutes

Wednesday, November 10, 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 Chairman Mike Clayman @ 7:30 p.m.

2) Roll Call

Board Members Present:	Board Members Present: Mayor Jeffrey Cuthbertson, Chair Mike Clayman, Cathy Daldin, John Pino, Dr. Atallah, Linda Lucaj, Vito Pampalona, Marilyn Trent, Ben Giovanelli
Board Members Absent:	Mary Wilson, Patricia Kane, Donn Dumouchelle, John Modetz
Council Liaison Present	Stuart Bikson
School Board Liaison Member Absent:	Lisa Nowak
Chamber Liaison Present:	John Gaber
Historical Society Liaison Present:	Penny Reddish
Marketing Coordinator Present:	Nancy Voges

3) Approval of Meeting Minutes

A. Approval of Regular Meeting Minutes – October 20, 2010

Motion By:	Ben Giovanelli to approve the Regular Meeting Minutes of October 20, 2010 as presented.
Support By:	John Pino
In Favor:	All
Opposed:	None
Motion Passed	

4) Audience Comments

Kent Stiles, 428 Meadow Lane, offered himself as a community volunteer and spoke of his desire to organize retired community service volunteers – an ‘untapped resource’ for the city and community. He is currently speaking to a variety of people and companies about ways to integrate local economic enterprise and create a future model of Rochester. He praised the

efforts of the Downtown Development Authority and simply wants to keep everyone informed of his efforts.

5) Façade, Sign & Lighting Grants

A. Fortesa, 543 N. Main

Motion By:	Mayor Jeffrey Cuthbertson to approve the Sign Grant Request for Fortesa, 543 N. Main, in the amount of \$1,000.00, subject to any required administrative approvals and the one-year waiting period for new businesses.
Support By:	Ben Giovanelli
In Favor:	Mayor Jeffrey Cuthbertson, Mike Clayman, Cathy Daldin, John Pino, Linda Lucaj, Vito Pampalona, Marilyn Trent, Ben Giovanelli
Opposed:	None
Abstain:	Dr. Atallah
Motion Passes	

B. Simply The Best \$10 Boutique, 331 Main

Motion By:	Mayor Jeffrey Cuthbertson to approve the Sign Grant Request for Simply The Best \$10 Boutique, 331 Main, in the amount of \$493.00, subject to any required administrative approvals and the one-year waiting period for new businesses.
Support By:	Cathy Daldin
In Favor:	All
Opposed:	None
Motion Passes	

Jeff VanSlembrouck spoke after the vote, complimenting the DDA on making Rochester such a great place to do business. Besnik Bezhi from Fortesa also spoke, complimenting the DDA and saying that he is looking forward to doing business and participating in DDA activities.

6) Liaison Reports

Mike Clayman welcomed the new liaisons and explained the new seating arrangements.

A. City Council

Stuart Bikson noted that Council had approved the transfer of the Fourth Street Grille’s liquor license to the Penny Black pub, and that Mo Sayad of Rochester Sign Shop has been appointed to the PSD Board.

Ben Giovanelli added that a race sponsored by the Social Philanthropists had been approved for December 4th instead of in conjunction with the Christmas Parade. The logistics were too complex to have it the same day as the parade.

B. Chamber of Commerce

John Gaber reported that the main interest of the Chamber has been the upcoming Parade, and that the theme is ‘Candy Lane On Main’. Pat Botkin from the Private Bank will be the Grand Marshal, and he noted that December 2nd was the Grand Marshal Celebration at Great Oaks from 6:00-9:00 p.m.. The Chamber is also focusing on ways for the Chamber and the DDA to leverage their efforts.

C. School Administration

The liaison was absent, hence no report.

D. Historical Society

Penny Reddish introduced herself, expressing enthusiasm for the DDA’s activities, and reported that the House Plaque Project was in full swing, with over 700 letters sent to houses and buildings over 75 years old. Other projects include the Greater Rochester Heritage Days Festival on Memorial Day weekend in 2011, and the Mural Restoration Project, which will have a Grand Opening on January 14th. Details are still being worked out for the opening.

Mayor Jeffrey Cuthbertson asked if an invitation to the Grand Opening could be sent to the DDA office.

7) General Business Agenda Items

A. Appointment of Budget Committee

John Pino commented that he was not interested in serving on the Budget Committee and that the full Executive Committee was not necessary. Dr. Atallah thought that the committee chairs should be present for budget discussions. Ben Giovanelli stated that a smaller group should be tasked with doing the ‘heavy lifting’ of the initial draft and then present to the full Executive Committee before bringing the budget to the full Board. Mike Clayman recommended Cathy Daldin and Ben Giovanelli for the Budget Committee.

Motion By:	John Pino to not have the full Executive Committee act as the Budget Committee; that the Chair, Vice-Chair, Ben Giovanelli, Jaymes Vettrano and staff as needed work on the initial draft budget.
Support By:	Mayor Jeffrey Cuthbertson
In Favor:	Mayor Jeffrey Cuthbertson, Mike Clayman, Cathy Daldin, John Pino, Linda Lucaj, Vito

	Pampalona, Marilyn Trent, Ben Giovanelli
Opposed:	Dr. Atallah
Motion Passed	

Mike Clayman said that Dr. Atallah’s point was well-taken and noted.

B. Discussion on Goals & Objectives 2011-12 Meeting

Mike Clayman presented this item, with the Executive Committee suggesting January 15, 2011 from 8 am – 12 noon as the date/time. Several potential meeting spaces were discussed. The Board confirmed the date and time with the location to be confirmed by the DDA Staff.

Motion By:	Ben Giovanelli to hold the 2011-12 Goals & Objectives Meeting on January 15, 2011 from 8:00 a.m. – to 12:00 noon, location to be determined.
Support By:	John Pino
In Favor:	All
Opposed:	None
Motion Passed	

C. The Big, Bright Light Show Fundraising Update

Mike Clayman read the names of the BBLs sponsors and congratulated the staff for exceeding the fundraising goal. Sponsors included Crittenton Hospital Medical Center, Sanctuary at Bellbrook, WXYZ-TV Channel 7, Bank of America, Oakland University, Rojo Mexican Bistro, Wesley Dental & Associates, Beaumont Hospitals, Michigan First Credit Union, Michigan Humane Society, Avatal Salon, Main Street Deli, Mind, Body & Spirits, Pino Insurance, Pixley Funeral Home, Rochester Mills Beer Co. and Studio One Salon.

D. East Second Street Parking Lot Land Contract Update

The DDA has made its final payment on the East Second Street Parking Lot Land Contract, and DDA Attorney Jim Adams has prepared the Warranty Deed to finalize the DDA’s ownership of the property.

Motion By:	Mayor Jeffrey Cuthbertson to authorize Chair Mike Clayman to sign the Warranty Deed for the East Second Street Parking Lot as executed.
Support By:	Dr. Atallah
In Favor:	All
Opposed:	None
Motion Passed	

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

The reports were received.

- 9) Discussion of Reports

Mayor Jeffrey Cuthbertson asked for some clarification on the Business Recruitment Update, and also asked how the live remote sites for the Channel 7 were selected. Nancy Voges responded to both questions and noted that the live remotes were on a first come, first served basis.

Dr. Atallah noted that the Site Development Committee was very busy. The one-way alley conversion was now complete and successful. The slide presentation of proposed future projects was now online. Additionally, there are 3 major projects the committee is working hard on: 1) the bridge, 2) the Wayfinding project, and 3) the Alley Beautification Project in preparation for the Main Street Reconstruction of 2012.

- 10) Miscellaneous

Marilyn Trent noted that the Green City Committee had been presented with a Pinnacle Award by the Chamber of Commerce, and showed the award to the Board.

Ben Giovanelli noted that the recently resurrected City Beautiful Commission was working on a community garden.

Dr. Atallah thanked Mike Clayman for running a good meeting.

Vito Pampalona had some remarks on the proposed ordinances for vacant/distressed property, noting that it was a very involved ordinance, and that while it's been the subject of considerable input already, he encouraged people to show up to the public hearings and City Council meetings for public comment opportunities. Jaymes Vettraino also commented on the ordinance, as did Mayor Jeffrey Cuthbertson, noting that the rental inspection ordinance is intended to deal with residential abandoned, vacant and clearly foreclosed properties. Ben Giovanelli also commented, saying he thought the ordinances will be a win for everyone.

11) Adjournment

Motion By:	Dr. Atallah to adjourn the meeting.
Support By:	Cathy Daldin
In Favor:	All
Opposed:	None
Motion Passed	

The Board meeting adjourned at 8:41 pm.

Respectfully Submitted,

Karen Koski
Recording Secretary