

**City of Flint Downtown Development Authority
Minutes of the Monthly Meeting of the Board of Directors
February 27, 2019
502 Church Street, Flint, Michigan**

	Present	Absent
Mayor Karen Weaver, Chairperson	X	
Inez Brown, Marketing & Promotions Chair		X
Loyst Fletcher, Jr., Personnel & Finance Chair	X	
John Gazall, Design Chair	X	
Louis Hawkins	X	
Tom James		X
Glen Kelly		X
Robert Kittel	X	
Deborah Pascoe		X
Barbara Veasley		X
Greg Viener	X	

Others Present: Gerard Burnash, Executive Director, DDA; Damion Frasier, Esq., of Shedd-Frasier PLC, and Tyler Cherry, Taylor & Morgan, CPA

A. Call to Order:

Chairperson, Hon. Karen Weaver declared a quorum present and called the meeting to order in DDA's Conference Room at 7:44 a.m.

B. Opportunity for Public to Address the Board:

None.

C. Approval of Minutes:

Upon motion by Louis Hawkins, supported by Greg Viener, the DDA Board unanimously approved the minutes for December 17, 2018 Regularly Scheduled Monthly Board of Directors Meeting.

D. Election of Officers:

Upon motion by Loyst Fletcher, Jr., which was supported by Louis Hawkins, the DDA Board unanimously approved as officers for the DDA Board of Directors: Hon. Karen Weaver, Chairperson, Loyst Fletcher, Jr., Vice Chairperson, Greg Viener, Treasurer, and Louis Hawkins, Secretary.

A discussion was held on nominations for candidates for the Board of Directors.

E. Personnel and Finance Committee:

Loyst Fletcher, Jr. reported that there was no activity on personnel matters and asked Tyler Cherry to provide the finance report. Tyler Cherry provided monthly financial report and indicated that the Personnel and Finance Committee would present an amended budget at the March Board of Directors' meeting.

Discussion was held on the Kearsley Street flat lot operations with the new gate entrance system and increased income from the newly implemented \$5 per day charge.

Damion Frasier, Esq., discussed the State Department of Treasury's request for a deficit elimination plan, which is expected to be reported at the March meeting.

Upon motion by Loyst Fletcher, Jr., which was supported by Louis Hawkins, the DDA Board unanimously approved the Personnel and Finance Committee report.

F. Marketing and Promotions Committee:

Gerard Burnash reported on working on new banners for Saginaw Street as well as on St. Patrick's Day events. In addition, the DDA is assisting with a Mott Community College scholarship fundraising event at Churchill's.

G. Design Committee:

John Gazall presented pictures of Saginaw Street in front of Huntington Bank. Discussion was held on status of Saginaw Street re-construction. Gerard Burnash and John Gazall to meet to develop a proposed committee to work on re-construction of Saginaw Street. Damion Frasier reported that the DDA's economic development consultant, Troy Feltman, was also working on developing grant and funding sources.

H. Economic Development:

Mayor Weaver reported on efforts to work on a City and County wide vision for an economic development plan. She also discussed a visit to Diplomat Pharmacy's headquarters and what Diplomat felt was needed to help keep jobs and employees in Flint, which was more housing near the headquarters along with beautification and recreation near the headquarters.

Mayor Weaver also commented about the excitement in keeping and increasing General Motors jobs in Flint.

I. Executive Director's Report:

Gerard Burnash discussed the DDA's daily business since the last meeting and reported on events in the downtown since the last meeting and upcoming events. Gerard also reported on that the trial period of Municipal Parking Services for parking meters in place of existing meter kiosks in the downtown area was successful; revenues increased dramatically for the area where the test meters were placed. Gerard requested approval to enter into a contract to change parking meter vendors. Upon motion by Loyst Fletcher, Jr., which was supported by Louis Hawkins, and after discussion on the matter, the DDA Board unanimously approved the DDA entering into a contract with Municipal Parking Services, Inc., subject to DDA legal counsel review and approval of the contract.

J. Correspondences:

Gerard Burnash reported receiving a thank you letter from Glen Wilson for the DDA's efforts at snow and trash removal around the Masonic Temple Building. In addition, the DDA employees received a thank you lunch from the Crim Foundation for the DDA's support and efforts for Crim events.

K. Adjournment: The meeting was adjourned at 8:40 a.m.

Louis Hawkins, Secretary