

**City of Flint Downtown Development Authority  
 Minutes of the Monthly Meeting of the Board of Directors  
 April 24, 2019  
 502 Church Street, Flint, Michigan**

	<b>Present</b>	<b>Absent</b>
Mayor Karen Weaver, Chairperson		<b>X</b>
Inez Brown, Marketing & Promotions Chair		<b>X</b>
Loyst Fletcher, Jr., Personnel & Finance Chair	<b>X</b>	
John Gazall, Design Chair	<b>X</b>	
Louis Hawkins	<b>X</b>	
John Hardman	<b>X</b>	
Glen Kelly	<b>X</b>	
Robert Kittel	<b>X</b>	
Brandee Brown	<b>X</b>	
Adrian Walker	<b>X</b>	
Greg Viener	<b>X</b>	

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

A. Call to Order:

Vice-Chairperson, Loyst Fletcher declared a quorum present and called the meeting to order in DDA's Conference Room at 7:30 a.m. Introduction of new board members was made.

B. Opportunity for Public to Address the Board:

None.

C. Approval of Minutes:

Upon motion by Robert Kittel, supported by Greg Viener, the DDA Board unanimously approved the minutes for February 27, 2019 Regularly Scheduled Monthly Board of Directors Meeting.

D. Personnel and Finance Committee:

Gerard Burnash reported that the DDA clerk/receptionist gave notice of taking a new job elsewhere and would be leaving the DDA. Gerard is interviewing candidate to replace departing clerk/receptionist. Tyler Cherry provided monthly financial report for March-April and reported that DDA received payment for damaged parking meter.

Gerard Burnash reported that the Kearsley Street flat lot new gate entrance system is a much more simplified operation and results in the DDA handling far less cash. (Tyler reported that DDA cash handling is now less than \$100 per week.)

Upon motion by Greg Viener, which was supported by John Gazall, the DDA Board unanimously approved the Personnel and Finance Committee report.

E. Marketing and Promotions Committee:

Gerard Burnash reported on meetings for parade to celebrate Claressa Shields' championship. Discussion held on various celebration events related to Claressa Shields' championship. In addition, Gerard reported on April and May downtown events to be held.

F. Design Committee:

John Gazall reported the ATM is now in place adjacent to the Kearsley Street Flat Lot and that Back to the Bricks is holding a heritage tour on April 25<sup>th</sup> at 10:00 a.m. Discussion was held on need for getting people to the DDA's parking facilities during downtown events. Gerard Burnash and John Gazall agreed to organize a meeting and walk the downtown in an effort to identify solutions.

Gerard Burnash reported on Wade-Trim being the winning bidder for the pre-engineering for the re-build of Saginaw Street.

G. Economic Development:

No Report

H. 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. Gerard also reported on (i) discussions with the Flint Farmers' Market to work on parking enforcement at the Flint Farmers' Market parking lot, (ii) work on the empty lot adjacent to The Cork, and (iii) the DDA working with Pat Crawley on the Downtown Sound Festival.

Brandee Brown inquired about a comprehensive list/calendar of downtown events after which a discussion was held about efforts to create a common calendar for downtown events.

John Hardman inquired about the new parking meter system and Gerard Burnash said the goal is June but is dependent on work on Saginaw Street

I. Correspondences:

Gerard Burnash reported receiving a thank you letter from the Crim Foundation for the DDA's support and efforts for Crim events.

J. Adjournment: The meeting was adjourned at 8:15 a.m.

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Louis Hawkins, Secretary