

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

	<b>Present</b>	<b>Absent</b>
Mayor Sheldon Neely, Chairperson		<b>X</b>
Inez Brown		<b>X</b>
Loyst Fletcher, Jr., Vice Chairperson and Personnel & Finance Chair	<b>X</b>	
John Gazall, Design Chair	<b>X</b>	
Louis Hawkins, Secretary	<b>X</b>	
Jonathan Hardman, Marketing & Promotions Chair	<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, Treasurer	<b>X</b>	

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

A. Call to Order:

Loyst Fletcher, Jr., Vice Chairperson, declared a quorum present and called the meeting to order in DDA's Conference Room at 7:38 a.m.

B. Opportunity for Public to Address the Board: No members of public present.

C. Approval of Minutes:

Upon motion by Loyst Fletcher, Jr., supported by Greg Viener, the DDA Board unanimously approved the minutes for October 23, 2019 Monthly Board of Directors Meeting.

D. Personnel and Finance Committee:

Sheri Sprygada discussed a need to amend the budget to reflect bank fees for the parking meters and overtime wages, which should be available for the January meeting. In addition, Sheri presented information on the monthly budget since the last meeting.

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

E. Marketing and Promotions Committee:

Jonathan Hardman discussed brochures and other forms of information on the parking meter system needed to help the public be better aware of the system, including how the City of Flint enforces parking in the East Village area and the DDA only covers the downtown area; Gerard Burnash indicated that he would work with John on developing methods of getting information to the public.

F. Design Committee:

John Gazall reported that Back to the Bricks was working on a flagpole for the statue plaza. John also inquired about work on the sidewalks and if sidewalk repairs would be stained to match existing sidewalk. Gerard reported the sidewalk repairs are done for the year and the staining would be addressed in 2020 when weather permits.

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, including working with the Friends of McFarlan park to have the park ready for a Veterans Day celebration, and the City of Flint and other groups on decreasing fines and fees for homeless families. Gerard also reported that with the use of City of Flint equipment, the DDA was able to clear the Kearsley Street parking lot in an hour versus the three hours normally needed with the DDA's equipment. Gerard also reported on that he confirmed that the Land Bank owns the old sign shop on Court Street and that it agreed to work with the DDA to get the site cleaned up.

Damion Frasier, Esq. presented information on the DDA's bylaw requirement for approving officers at the DDA's November Board of Directors' Meeting. Upon motion by John Gazall, supported by Greg Viener, the DDA Board unanimously approved the following:

Mayor Sheldon Neely, Chairperson  
Loyst Fletcher, Jr., Vice Chairperson  
Louis Hawkins, Secretary  
Greg Viener, Treasurer

I. Correspondences: None.

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

---

Louis Hawkins, Secretary