

**City of Flint Downtown Development Authority
Minutes of the Monthly Meeting of the Board of Directors
February 24, 2021
502 Church Street, Flint, Michigan**

Board Member	Present	Absent
Mayor Sheldon Neeley, Chairperson	X	
Inez Brown		X
Loyst Fletcher, Jr., Vice Chairperson and Personnel & Finance Chair	X	
John Gazall, Design Chair	X	
Louis Hawkins, Secretary	X	
Jonathan Hardman, Marketing & Promotions Chair	X	
Glen Kelly		X
Robert Kittel	X	
Brandee Brown	X	
Adrian Walker	X	
Greg Viener, Treasurer	X	

Others Attending: Gerard Burnash-Executive Director, DDA; DDA, Damion Frasier, Shedd-Frasier PLC; Sheri Sprygada, Taylor & Morgan; Khalfani Stephens, City of Flint; Joel Hurd and Wordie Johnson, members of public

A. Call to Order:

Mayor Sheldon Neeley, Chairperson, declared a quorum present and called the meeting at 7:35 a.m.

B. Opportunity for Public to Address the Board: None.

C. Approval of Minutes:

Upon motion by Louis Hawkins, supported by Robert Kittel, the DDA Board unanimously approved the minutes for January 27, 2021 Monthly Board of Directors Meeting.

D. Personnel and Finance Committee:

Loyst Fletcher and Sheri Sprygada presented financial information since the January 2021 meeting. Mr. Fletcher said that cash flow is down due to COVID-19 pandemic reducing parking, with the only option being reducing staffing. If the DDA does that it will be able to meet the budget but will eliminate all work downtown.

Mayor Neeley said that definitely is an issue but should have had indications before this, so we need to build indicators to avoid last minute issues like this. A discussion was held on number of DDA employees and staffing layoffs necessary to balance budget. The board also discussed outstanding monthly parking accounts, which total approximately \$200,000.

Mayor Neeley requested that the DDA provide cash flow calculations assuming that the DDA went to one person working outside the office and one person working in the office, with Gerard Burnash working part time. In addition, he asked that Khalfani Stevens work with an ad hoc committee to find a grant for \$50,000 to get the DDA into the summer when parking is expected to recover. In addition, Khalfani Stevens is going to work with Sheri in developing a letter for monthly parking users who are delinquent providing them with the option of terminating their monthly parking use or paying 50% of the outstanding balance and retaining parking rights, with those who terminate having to pay an increased monthly rate if they elect to contract for monthly parking in the future.

In addition to the cash flow projections, Mayor Neeley requested information on the DDA;s assets and liabilities.

Upon motion by Louis Hawkins, supported by Jonathan Hardman, the Board unanimously approved the Personnel and Finance Committee report.

E. Marketing and Promotions Committee: Jonathan Hardman discussed the Kearsley Street parking lot and issues with using barricades in summer 2020 and trying to get ahead of the situation in summer 2021, especially considering that the new hotel and potential impact on it. Mayor Neeley asked if there are plans for pop-up parties and Mr. Hardman said that there were rumblings on social media about pop-up events. Mayor Neeley asked about the DDA's permitting process for the Kearsley Street parking lot and ramps and requested that the DDA get a more stringent process in place so that we avoid events like summer 2020 in the Kearsley Street parking lot; with the goal being to determine which events to encourage and allow. Adrian Walker commented that he agreed with the Mayor and wanted to make sure the DDA have and encourage responsible events. Mr. Hardman said that fees for the events should be set so that the events pay for themselves, including cleaning up afterwards, with the fees listed on the DDA website.

F. Design Committee:

John Gazall commented on the need for trash receptacles in the downtown and that he would work with Gerard on placement. A discussion on spring plantings in the Kearsley Street parking lot and downtown planters was held, after which Gerard said he would apply for a grant with Keep Genesee County Beautiful for \$5,000 and others for the remaining \$5,000.

G. Economic Development:

Mayor Neeley asked Khalfani Stevens to update the board on development efforts. Khalfani reported that the group interested in the Kearsley Street parking lot for a development is continuing to review a project for the site, including the question about the need for downtown parking and making up lost space if the lot is developed. This is part of the development group's due diligence it is going through. Khalfani also reported that the EDC/Brownfield Development Committee are discussion a loan program for businesses that want to re-invest in their property but need additional assistance than available bank financing.

A discussion on marijuana businesses exploring the downtown for projects was held.

H. Executive Director's Report:

Gerard Burnash reported on events in the downtown and the DDA staffing work on snow removal, including contractors dumping snow in Brush Alley. Gerard also provided an update to the electronic vehicle power station project. In addition, Gerard reported that an elevator in the Riverfront Ramp is broken and that the DDA is working with University of Michigan Flint to have it repaired so that their parkers have a coded access to the doors near the elevator.

A discussion on increased issues with vagrancy in the downtown was held.

I. Correspondences: None.

J. Adjournment: Prior to adjourning, Mayor Neeley appointed an ad hoc committee of Khalfani Stevens, Adrian Walker, Brandi Brown, Johnathan Hardman and Damion Frasier to explore grant opportunities to cover DDA operations through the spring. In addition, he asked Jonathan Hardman and Gerard Burnash to confirm that all activities in the DDA properties follow the established permit procedures. Mayor Neeley also requested that DDA staff provide budget projections if the DDA goes to two staff members plus Gerard working part time. The meeting was adjourned at 9:10 a.m.



Louis Hawkins, Secretary