

**City of Flint Downtown Development Authority
 Minutes of the Monthly Meeting of the Board of Directors
 February 26, 2020
 502 Church Street, Flint, Michigan**

Board Member	Present	Absent
Mayor Sheldon Neely, 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 Present: Gerard Burnash-Executive Director, DDA, Kady Yellow-Marketing Director, DDA, Damion Frasier, Shedd-Frasier PLC and Sheri Sprygada, Taylor & Morgan

A. Call to Order:

Mayor Sheldon Neeley, Chairperson, declared a quorum present and called the meeting to order in DDA's Conference Room at 7:40 a.m.

B. Opportunity for Public to Address the Board: Kady Yellow introduced herself, giving work history, and explained her new position as director of DDA's Placemaking Committee. Mayor Neeley introduced Khalfani Stephens as the City of Flint's Economic Development Director and Mr. Stephens discussed his role in administering grant funds.

C. Approval of Minutes:

Upon motion by Louis Hawkins, supported by Adrian Walker, and after correction for method of notifying members of meetings, the DDA Board unanimously approved the minutes for January 22, 2020 Monthly Board of Directors Meeting.

D. Personnel and Finance Committee:

Sheri Sprygada provided monthly financial statements and introduced Doug Dieter of Rehmann, who presented the audit of the DDA's finances by Rehmann, including

the issuance of “unmodified opinion” which is the highest-level opinion for audits. CPA shared that the finance committee met and presented the proposed amended the budget to reflect the increase in bank fees and for parking meters and overtime wages.

E. Marketing and Promotions Committee:

Jonathan Hardman requested budget information for the Marketing and Promotions Committee and reported the establishment of an ad hoc marketing committee with five members.

F. Design Committee:

John Gazall inquired about the status of lettering parking spaces for meter numbers. Gerard Burnash reported that once the weather cleared the lettering would be done.

G. Economic Development:

Mayor Sheldon Neeley discussed parking issues at City Hall and Adrian Walker presented suggestions from the ad hoc parking committee regarding assessment of tools and assets, issues with the parking application, developing a true understanding of assessment of the systems, terms of contract, duplication of numbers, physical signage, better signage for the Rutherford Ramp, getting electricity to all meters, events at the Kearsley Street parking lot and the electronic sign at the Kearsley Street parking lot. Greg Viener commented on the ad hoc committee discussing a pricing strategy for all parking systems.

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 agreements for electronic charging stations in the Kearsley Street parking lot and along Saginaw Street. After discussion on the electronic charging station proposal, upon motion by Louis Hawkins, supported by Greg Viener, the DDA Board unanimously approved the DDA expending up to \$42,800.00 provided that the remainder of the funding would be provided by grants from Consumers, Mott Foundation and/or other charitable organizations.


Gerard presented updated information about the Saginaw Street resurfacing, parking meter operations, lighting for Rutherford Ramp walkway, agreement with owners of Buckham Alley parking sites for DDA to enforce parking restrictions and Facebook activities of Joel Rash for the DDA. After discussion on the parking enforcement proposal for Buckham Alley, upon motion by Jonathan Hardman, supported by Adrian Walker, the DDA Board unanimously approved the DDA undertaking parking enforcement for parking spaces in Buckham Alley.

Gerard presented information about an application with the Michigan Liquor Control Commission for March 14, 2020 between noon and 8:00 p.m., and after discussion on the event, upon motion by John Gazall, supported by Louis Hawkins, the DDA Board unanimously approved the DDA's application for the permit.

Gerard also presented information about the condition of the four corners on I-69 and Saginaw Street and how the trash, vegetation and other debris negatively impacted the downtown, after discussion on the impact of the I-69 and Saginaw Street gateway into the downtown, upon motion by John Gazall, supported by Robert Kittel, the DDA Board unanimously approved the DDA expending resources on the intersection even though it is outside of the DDA's boundaries.

I. Correspondences: None.

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


Louis A. Hawkins
Louis Hawkins, Secretary