

**City of Flint Downtown Development Authority  
 Minutes of the Monthly Meeting of the Board of Directors  
 May 26, 2021  
 502 Church Street, Flint, Michigan  
 (Zoom Conference)**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
Mayor Sheldon Neeley, 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 Attending:** Khalfani Stephens, City of Flint; Kiaira May, Executive Director; 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 at 7:36 a.m.

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

C. Approval of Minutes:

Upon motion by Greg Viener, supported by Louis Hawkins, the DDA Board unanimously approved the minutes for April 28, 2021 meeting of the Board of Directors.

D. Personnel and Finance Committee:

Khalfani Stephens provided information on parking and account receivables and impact on DDA finances. In addition, Khalfani reported receipt of the Mott Foundation grant in the amount of \$100,000.00.

Jonathan Hardman reported on public comments involving parking tickets and appeals. Damion Frasier discussed historical parking violation appeals and

processes the DDA has utilized, both before the DDA changed over to MPS and after. Khalfani Stephens commented on MPS and contract constraints.

E. Marketing and Promotions Committee:

Jonathan Hardman reported on working on the DDA website with Brandee Brown and her organization. In addition, he talked about efforts to work on coordinating with "What's Up" to hire a staffing to pickup/cleanup the downtown area until the DDA is able to return to full staff. Jonathan also informed the Board that Flint City Bucks has flex staffing it can hire out on an "as needed" basis for downtown projects. In addition, GM has between 10 and 20 people it can make available through the "GM Works" program, where the volunteers will bring tools, equipment, etc. for downtown projects.

Mayor Neely asked that all placemaking events be coordinated with City of Flint and that a waiver form be utilized for volunteers.

F. Design Committee:

John Gazall inquired about timing for planting flowers in the downtown and that he would like to schedule a Board tour of the downtown.

G. Economic Development:

Mayor Neely discussed the proposed amended bylaws for the DDA and asked for comments and modifications. After discussion on the proposed bylaws, upon motion by Louis Hawkins, supported by Jonathan Hardman, the DDA Board unanimously approved the proposed amended bylaws, with corrections for signatory parties, DDA address and allowance for electronic meetings, if allowed under Michigan law.

Mayor Neely introduced Kiara May, the DDA's new Executive Director. Ms. May thanked the Board for her appointment and said she was looking forward to her new job and working with the Board. Upon motion by Louis Hawkins, supported by Greg Viener, the DDA Board unanimously approved adding Kiara May as a signer on all DDA financial accounts, including those with Huntington Bank.

(Greg Viener left meeting at 8:07 a.m.)

Mayor discussed Juneteenth celebration and events surrounding the celebration.

H. Executive Director's Report:

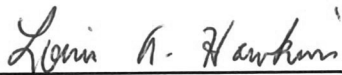
Khalfani Stephens presented a written report and commented on hiring Kiara May as Executive Director and bringing back some DDA staff. He also discussed parking and parking enforcement, with transition activities to work on involving culture and staffing, with an example being that a person called the DDA wanting a ticket

removed because the person was only two minutes over the time limit and became irate with DDA staff. Many such calls occur and the Board needs to establish a policy to assist and support the staff.

Adrian Walker inquired on federal stimulus funds and whether the DDA would be eligible for any of the funds. Mayor Neeley asked Khalfani Stephens to calculate lost revenues for the DDA during the pandemic and work with the City of Flint on applying for stimulus funds.

I. Correspondences: None.

J. Adjournment: The meeting was adjourned at 8:30 a.m.



Louis Hawkins, Secretary