

**City of Flint Downtown Development Authority
 Minutes of the Monthly Meeting of the Board of Directors
 June 23, 2021
 502 Church Street, Flint, Michigan
 (Zoom Conference)**

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: 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 7:35 a.m.

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

C. Approval of Minutes:

Upon motion by Louis Hawkins, supported by Adrian Walker, the DDA Board unanimously approved the minutes for May 26, 2021 meeting of the Board of Directors.

D. Personnel and Finance Committee:

Khalfani Stephens provided updated information on parking and account receivables and impact on DDA finances and that the DDA was able to make its bond payment to the City of Flint without using Mott Foundation grant funds. Mayor Neely discussed federal COVID funding and potential use of some of those funds for capacity building by the DDA.

Khalfani Stephens and Sheri Sprygada provided information on the DDA's proposed final amended budget for 2020-2021 and proposed budget for 2021-2022. Discussion was held on the budgets, including changes reflected in the 2020-2021 final amended budget.

Upon motion by Adrian Walker, supported by Louis Hawkins, the DDA Board unanimously approved the final amended budget for 2020-2021 as submitted.

Upon motion by Greg Viener, supported by Robert Kittle, the DDA Board unanimously approved the final amended budget for 2020-2021 as submitted.

E. Marketing and Promotions Committee:

Jonathan Hardman reported on working with GM Works to cleanup Riverbank Park, which was WJRT covered. The focus was on the south side of the park, including removing dead trees, spreading mulch and other similar work. Jonathan asked about available DDA staffing going forward for such work. Kiaira Mays reported on working towards increased staffing and asked if Jonathan contacted Keep Genesee County Beautiful. Jonathan indicated that he was aiming towards holding these events on a monthly basis and that he had contacted neighborhood associations. Kiaira asked to be kept in the loop on such work and that the DDA would assist with marketing efforts. She also said that she would contact Genesee County Parks to determine what its plans were for Riverbank Park since it owned the park.

F. Design Committee:

John Gazall commented about dead trees and graffiti in the downtown, as well as the long term need to fix sidewalks, both of which he would like the DDA to have plans to address.

G. Economic Development:

Khalfani Stephens reported on meeting with a group working on a housing project and of interest by the Children's Museum in the old Farmer's Market site, with the Museum reviewing a consulting firm for analysis on the site.

Mayor Neely reported that since Glen Kelly asked that he not be reappointed, the Mayor was working on a replacement nominee.

H. Executive Director's Report:

Kiaira May discussed meeting with staff, hiring new maintenance person and working with Khalfani Stephens on getting DDA staff CDL training for licensing. In addition, she reported working on a new employee handbook, creating education/growth plans for employees, new job descriptions for employees, as well as working with the DDA's insurer on better tracking vehicle costs.

Kiaira commented on efforts to get access for the DDA's ticketing officer and MPS access to INLETS to better process parking tickets. Comments on DDA ticketing policy and the need to promote the policy to residents and others in the community.

Finally, Kiaira provided information on meetings with Kady Yellow on coordination of events in the downtown, and the Marketing & Promotions Committee on the DDA newsletter and ads on parking meters.

I. Correspondences: None.

J. Adjournment: The meeting was adjourned at 8:25 a.m.



Louis Hawkins, Secretary