

# MINUTES

## Allen Park Downtown Development Authority

### REGULAR MEETING

Thursday, January 23, 2020

6:30 p.m.

The Allen Park Downtown Development Authority met in regular session on Thursday, January 23, 2020, at 6:30 p.m. in the conference room at city hall.

1. **PLEDGE OF ALLEGIANCE**

2. **CALL TO ORDER** Chairman Fressel called the meeting to order at 6:36 p.m.

3. **ROLL CALL** Ms. Riviera called the roll. A quorum was present.

<b>Present:</b>	Tom Gunderson	Director
	Fred Frank	Director
	Tracy Fressel	Chairman
	Laura Kozlowski	Director
	Gail McLeod	Mayor
	Ron Mistor	Treasurer
	Cindy Riviera	Vice-Chair/Secretary
	Pete Zingas	Director

<b>Excused:</b>	Justin Ford	Director
	Kurt Mazag	Director

<b>Others Present:</b>	Trevor Daniel	DDA Legal Counsel
	Jennifer Kibby	DDA Executive Director

*Conflict of Interest forms were made available on the conference room table.*

4. **APPROVAL OF AGENDA**

*Motion* by G. McLeod supported by P. Zingas

*Resolved* to remove Chairman's Report action items.

*Roll Call Vote:* 3 YES Kozlowski, McLeod, Zingas; 5 NO Gunderson, Frank, Fressel, Mistor, Riviera

*Motion failed.*

*Motion* by R. Mistor supported by L. Kozlowski

*Resolved* to approve agenda.

*Motion carried.*

5. APPROVAL OF MINUTES

*Motion* by R. Mistor, supported T. Gunderson

*Resolved* to approve the minutes of the December 5, 2019 meeting.

*Motion carried.*

6. ELECTION OF OFFICERS. By acclamation, confirm Tracy Fressel as chairman, Cindy Riviera as Vice-Chair/Secretary, and Ron Mistor as Treasurer.

7. DISTRICT ISSUES AND UPDATES.

8. CITY UPDATE ON DISTRICT ISSUES.

9. ATTORNEY'S REPORT.

10. CITIZEN'S COMMENTS ON AGENDA ITEMS.

11. FINANCIAL REPORT

*Motion* by R. Mistor, supported by F. Frank;

*Resolved* to approve the December 2019 financial report.

*Motion carried.*

12. CHAIRMAN'S REPORT

*Motion* by R. Mistor, supported by C. Riviera;

*Resolved* to extend the executive director contract through June 30, 2021.

*Motion carried* with McLeod and Zingas casting NO votes.

*Motion* by T. Gunderson, supported by L. Kozlowski;

*Resolved* to move the DDA board meetings back to the DDA office for three months, subject to council approval.

*Motion carried.*

13. EXECUTIVE DIRECTOR'S REPORT

14. COMMITTEE REPORTS

a. Design

*Motion* by R. Mistor, supported by G. McLeod;

*Resolved* to contribute an additional \$5,000 to cover cost overruns in the ADA ramp project at Allen/Philomene and Allen/White in partnership with the CDBG program.

*Motion carried.*

*Motion* by R. Mistor, supported by C. Riviera;

*Resolved* to award Steve Haddix a \$2,035 façade grant reimbursement.

*Motion carried.*

Allen Park Downtown Development Authority Minutes

b. **Marketing.**

*Motion* by T. Fressel, supported by L. Kozlowski:

*Resolved* to approve the 2020 special event calendar.

*Motion carried.*

15. UNFINISHED BUSINESS.

16. NEW BUSINESS

17. CITIZEN COMMENTS

18. DIRECTORS' COMMENTS.

19. ADJOURNMENT

*Motion* by C. Riviera, supported by L. Kozlowski

*Resolved* to adjourn the meeting at 8:20 p.m.

*Motion carried.*

Respectfully submitted,

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Tracy Fressel, Chairman

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Cindy Riviera, Vice-chair/Secretary