

# MINUTES

## Allen Park Downtown Development Authority

### REGULAR MEETING

Thursday, April 25, 2019

6:30 p.m.

The Allen Park Downtown Development Authority met in regular session on Thursday, April 25, 2019, at 6:30 p.m. in the conference room at city hall.

1. **PLEDGE OF ALLEGIANCE**

2. **CALL TO ORDER** Treasurer Mistor called the meeting to order at 6:30 p.m.

3. **ROLL CALL** Jennifer Kibby called the roll. A quorum was present.

<b>Present:</b>	Justin Ford	Director
	Fred Frank (7:00)	Director
	Bob Keenan	Director
	Laura Kozlowski	Director
	William Matakas	Mayor
	Ron Mistor	Treasurer
	Pete Zingas	Director
<b>Excused:</b>	Tracy Fressel	Chairman
	Tom Gunderson	Director
	Cindy Riviera	Vice-Chair/Secretary
<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 B. Keenan supported by W. Matakas

*Resolved* to approve the agenda.

*Motion carried.*

5. **APPROVAL OF MINUTES**

*Motion* by W. Matakas, supported Laura Kozlowski

*Resolved* to approve the minutes of the March 28, 2019 meeting.

*Motion carried.*

6. **DISTRICT ISSUES AND UPDATES**

7. CITY UPDATE ON DISTRICT ISSUES.

8. ATTORNEY'S REPORT.

9. CITIZEN'S COMMENTS ON AGENDA ITEMS.

10. FINANCIAL REPORT

*Motion* by R. Mistor, supported by P. Zingas;

*Resolved* to approve the financial report.

*Motion carried.*

11. CHAIRMAN'S REPORT

*Motion* by L. Kozlowski, supported by P. Zingas

*Resolved* to approve the executive director's favorable review.

*Motion carried.*

W. Matakas opposed

*Motion* by B. Keenan, supported by R. Mistor

*Resolved* to TABLE approval of the executive director 2019-2020 workplan

*Motion carried.*

12. EXECUTIVE DIRECTOR'S REPORT

13. COMMITTEE REPORTS

a. Design

*Motion* by B. Keenan, supported by F. Frank

*Resolved* to award Thermo Source the LED Lighting Upgrade for City Parking Lots contract at a cost not to exceed **\$30,000**.

*Motion carried.*

*Motion* by B. Keenan, supported by L. Kozlowski

*Resolved* to award Andrew O'Neil a façade grant not to exceed **\$5,000** for window, sign, and awning improvements to 8042 Allen Rd.

*Motion carried.*

*Motion* by B. Keenan, supported by F. Frank

*Resolved* to award Katrina Gering a façade grant not to exceed \$10,000 for installation of a folding glass wall, new parapet wall, and brink veneer at Timothy O'Malley's, 6752 Allen Rd.

*Motion carried.*

b. Marketing.

14. UNFINISHED BUSINESS.

15. NEW BUSINESS

16. CITIZEN COMMENTS

17. DIRECTORS' COMMENTS.

18. ADJOURNMENT

*Motion* by B. Keenan, supported by L. Kozlowski

*Resolved* to adjourn the meeting at 8:35 p.m.

*Motion carried.*

Respectfully submitted,

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Ron Mistor, Treasurer