

MINUTES

Allen Park Downtown Development Authority

REGULAR MEETING

Thursday, February 27, 2020

6:30 p.m.

The Allen Park Downtown Development Authority met in regular session on Thursday, February 27, 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 6:30 p.m.

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

Present:	Justin Ford	Director
	Fred Frank	Director
	Tracy Fressel	Chairman
	Laura Kozlowski	Director
	Gail McLeod	Director
	Kurt Mazag	Director
	Ron Mistor	Treasurer
	Cindy Riviera	Vice-Chair/Secretary
	Frank Stankiewicz	Director
	Pete Zingas	Director

Excused:	Tom Gunderson	Director
-----------------	---------------	----------

Others Present:	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 F. Frank

Resolved to remove the executive director workplan action item from the Chairman's Report.

Motion carried with R. Mistor voting NO.

Motion by R. Mistor supported by C. Riviera

Resolved to approve agenda.

Motion carried.

5. APPROVAL OF MINUTES

Motion by G. McLeod, supported L. Kozlowski

Resolved to approve the minutes of the January 23, 2020 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 G. McLeod

Resolved to approve the January 2020 financial report.

Motion carried.

Motion by R. Mistor, supported by C. Riviera

Resolved to approve submittal of the 2020 city budget.

Motion carried.

11. CHAIRMAN'S REPORT

Motion by C. Riviera, supported by L. Kozlowski

Resolved to rename the pocket park the Bob Stites Memorial Park.

Motion carried

12. EXECUTIVE DIRECTOR'S REPORT

13. COMMITTEE REPORTS

a. Design

Motion by R. Mistor, supported by P. Zingas

Resolved to award Goodwin, Lademan and Associates a \$9,980.10 façade grant.

Motion carried.

Motion by R. Mistor, supported by C. Riviera

Resolved to select Brontae Williamson's activity path designs for installation at Dairy Queen, AP Martial Arts, the pocket park, and the Taco Stand. The library will choose between Ms. Williamson and a staffer's designs. Total award not to exceed \$1,250.

Motion carried.

Motion by R. Mistor, supported by C. Riviera
Resolved to approve an amount not to exceed \$3,000 for the American Legion banner project, contingent upon the Legion's endorsement.
Motion carried.

Motion by R. Mistor, supported by C. Riviera
Resolved to approve an amount not to exceed \$3,000 for The Prestige banner project, contingent upon the business's endorsement.
Motion carried.

b. **Marketing.**

Motion by F. Frank, supported by L. Kozlowski
Resolved to cancel the Petals and Pets event.
Motion carried.

14. UNFINISHED BUSINESS.

15. NEW BUSINESS

16. CITIZEN COMMENTS

17. DIRECTORS' COMMENTS.

18. ADJOURNMENT

Motion by C. Riviera, supported by R. Mistor
Resolved to adjourn the meeting.
Motion carried.

Respectfully submitted,

Tracy Fressel, Chairman

Cindy Riviera, Vice-chair/Secretary