

**Downtown Development Authority Meeting
Special Meeting Minutes April 12, 2019**

Public meeting called to order at 11:06 am.

ROLL CALL: Present: Brian Saha, Matt Hycki, Tricia Foldie, Jeanette Marks, Josh Klee, Cliff Holland. Absent: John Aspinall, Lori Szyperski. Quorum; Present.

OLD BUSINESS: Special meeting called to review land leases for Barrett sign project, and move forward ordering signs. . Lease with Dean Arbour, \$12yr/15 years. Brian S. stated condition included we raise payment to make it comparable to other leases, if higher. Brian S. presented free advertising as part of deal. School lease of \$1yr/15yrs. Property not secured north of town as of meeting date. DDA board members agreed to delay sign proposed north of town. Barrett Sign Co, representative, Steven Jordan, present to answer questions/elaborate on details of sign. DDA designates one sign as master sign, others will follow programming of master sign. Steve described signs as one side matrix display and other side open to advertising or adding additional matrix. Additional matrix sign can be added at any time. If ordering signs today, Barrett time frame is 6-8 weeks to get matrix, with 3-4 weeks for Barrett to make sign. Barrett will stake sight, miss-dig, pull permits (including special use for advertising), and contact MDOT for setbacks. Cost incurred will be added to final bill. DDA responsible for contacting consumers for electrical services and hiring electrician for any wiring needed. Barrett is only licensed to wire from outlet to sign. Steve stated that signs run on 110W and can be dimmed down/shut off at programmer's discretion. Both signs will be placed in township, which has restrictions on flashing/scrolling signs. DDA will consult township regarding this. Josh K/Matt H: Motion to approve the purchase of 2 signs at cost of \$43,000, along with any additional costs associated with permits, from Barrett Sign Company, with half payable now and remaining amount payable when project is complete. Yeas: Brian Saha, Matt Hycki, Tricia Foldie, Jeanette Marks, Josh Klee, Cliff Holland. Nays: None. Motion carried. Brian S. signed purchase order. Josh K/Matt H: Motion to execute lease agreement dated April 5, 2019 between DDA and Margaret Arbour at rate of \$12yr/15yrs, commencing on June 1, 2019; execute lease agreement dated March 26, 2019 between DDA and Pinconning Area Schools at rate of \$1yr/15yrs, commencing on June 1, 2019; also, to allow any of the board members to sign lease. Yeas: Brian Saha, Matt Hycki, Tricia Foldie, Jeanette Marks, Josh Klee, Cliff Holland. Nays: None. Motion carried. Josh K. signed leases. **Steve** Jordan presented pictures of updated sign model, showing lettering around cheese and changes from green poles to yellow poles. DDA accepted changes. Jeanette M. suggested DDA take pictures of current signs before taken down and save removable smaller signs. Brian S.

stated that DDA's first task is getting with consumers.

Jost K/Jeanette M: Motion to adjourn meeting. Yeas: All Nays: None. Motion carried.

Meeting adjourned 11:50 am.

Amy Bromberg, Minutes Secretary

Brian Saha, DDA Chairman