

NOTICE

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

The Shelby Township DDA will meet on Thursday, April 26, 2012 at 7:00 PM in the Employee Lounge at the Shelby Township Municipal Building at 52700 Van Dyke, Shelby Township, MI 48316.

The meeting agenda includes the following:

Call To Order/Roll Call

Approve Agenda

Old Business

Consultants

New Business

- Mr. Marsh and Mr. Rubino invited by Mr. Fanelli

Committee Reports

Design

Promotion

Organization

Economic Restructuring

- Treasurer
 - Treasurer's Report
- Public Comment
- Approve Meeting Minutes
- Chair Person Comments
- Correspondence

Future Agenda Items –

- May 22, 2012: Discuss 2013 Goals and 5 year plan
- Adjournment

(586) 731-5100 Charter Township of Shelby (586) 726-2731 TDD
Individuals with disabilities requiring auxiliary aids or service at the meeting should contact
the Shelby Township Clerk's Office at 586-731-5102, TDD 586-726-2731



**Charter Township of Shelby
Downtown Development Authority**

Meeting Minutes – March 22, 2012 at 7:00 p.m.

**Shelby Township Municipal Building |
52700 Van Dyke – Shelby Township MI 48316
(Employee Lounge – Lower Level)**

NOTE: Majority of recording tape blank. Minutes derived from notes provided by Mrs. Filar, and Mr. Wynn, respectively. Please provide comments at April meeting regarding revisions/deletions.

Call to order: Mrs. Filar called the meeting to order at 7:07 p.m.

Roll Call: Mrs. Filar proceeded with roll call.

Members Present: Mr. Stathakis, Mrs. Filar, Mr. Hellebuyck, Mr. D'Agostini, Mr. Fanelli, Mrs. Kiel, Ms. Rabaut Miller

Members Absent:

Also Present: Mr. Schoenherr, DPW Director, Mr. Wynn, Planning & Zoning Director

Approval of Agenda: Members approved agenda as presented.

OLD BUSINESS – BOND UPDATE: Mr. Schoenherr informed Members that Township funds are available to cover the cost of the SAD (Van Dyke, 21-22 Mile Sanitary Sewer), thereby eliminating the need to sell bonds to finance this project.

Mr. Wynn provided an update received from Project Engineer, Mitch O'Conner (Chippewa Consulting) explaining progress of engineering plans.

DDA LIQUOR LICENSING: Mr. Stathakis advised he had spoken to LCC Representative. Members were provided with a memo from Mr. Griffin (attached) advising of availability of liquor licenses (LL), and noting the DDA may be eligible for up to 37 LL if approved by the Michigan LCC.

Mr. Stathakis confirmed he had spoken to a representative from the Michigan LCC, and said she was willing to speak via conference call to explain the LL acquisition process for redevelopment areas as well as the DDA District. The Township would apply under part B, and be required to provide basic information as it relates to the DDA District after it is established, i.e., street maps, and pertinent information. Members were briefed on the application process and procedures. Members agreed to conduct conference phone call with the Michigan LCC.

Conference Call Summation: The representative from the MLCC pointed out that the Township (Board of Trustees) must approve a Resolution per specific location(s). The business would be required to make a minimum investment of \$75,000 toward the restoration or rehab of the structure.

Members inquired regarding "new construction" within the DDA District, and whether or not it could be considered under the "restoration and rehab requirement". The representative was unclear, but agreed to pass along inquiry to the head of Michigan LCC and report back accordingly. The conference call continued as follows:

LCC Applicant must demonstrate that they attempted to secure a "quota" license, and it is either not available or not economically feasible?

Mrs. Filar asked for definition of "not available", and asked:

- If an applicant came to Board and requested a quota license, could the Board respond that there was not one available for their use, and then request applicant apply for a DDA license?
- Do all township "quota" licenses need to be used up in order to consider them as "not" available.

Members discussed different scenarios as it pertains to "not available". It was concluded that the representative would out if "construction of a new building would qualify", and also provide definition of "not available".

Members agreed that moving forward is dependent upon the answers received from the Michigan LCC.

CONSULTANTS: Mr. Wynn shared a copy of a Macomb County Economic Development Promotional Brochure, noting that Shelby Township is not included. He also shared the time for a Shelby Township promotional brochure, and asked Members if they wanted to participate with some promotional information specific to the DDA.

Mr. D'Agostini shared the name of an individual with some advertising experience that may be helpful in offering some ideas to promote the DDA. Mr. D'Agostini agreed to contact him and invite him to a future DDA Meeting.

NEW BUSINESS – RECON CONVENTION DISCUSSION: Mrs. Filar provided information on a convention in Las Vegas on May 20-23. She explained to Members that she already had plans to be in Las Vegas during this time, and volunteered to attend. Mrs. Filar said her provisions would be all covered, but asked DDA Members to consider approval of half of the convention fee of \$300. Mrs. Filar said that Mr. Wynn agreed that the convention would be beneficial to attend for the Township, and he agreed that Planning would cover the other half of the cost out of the Planning Commission budget.

Mrs. Filar said the convention provides an opportunity to gather information on whether it would be beneficial in the future to market Shelby Township to companies regarding relocation opportunities. The convention also enables the review of a new exhibit "Cities of the World" that will be available for municipalities to set up an exhibit for their community.

Also noted were networking opportunities (Alliance Program), encouraging public/private partnerships. In addition there are classes available (social media) that would help communities advertise through various means of social media.

The majority of Members agreed it would be beneficial, and felt Mrs. Filar would be a good representative for the Township.

Motion by Pat Rabaut Miller, seconded by Fanelli, to approve the request of Mrs. Filar to attend the Recon Convention in Las Vegas as a DDA Representative. Motion carried.

Mrs. Kiel voted no due to budget constraints.

COMMITTEE REPORTS:

Design – Mr. Fanelli provided update on Van Dyke lighting project and discussed the potential for future lighting projects.

Organization – Ms. Rabaut Miller discussed plans to send out newsletter after the SAD is approved showcasing new lighting, et.

Treasurer's Report: Mr. Schwartz reviewed financial reports.

Approve Meeting Minutes: Mr. Rabaut Miller made the motion to approve minutes, Mr. English second. Minutes were approved.

Chair Person Comments: None

Adjournment:

Memo from Rick Stathakis sent to DDA members Monday, March 26, 2012

DDA Members,

As noted below in a response from the Liquor Control Commission, DDA licenses will not be approved until our Township's licenses are exhausted. Therefore, I see no reason to further discuss a DDA liquor license initiative; or at least not until the Township's licenses are exhausted **and** a license need arises in the DDA district for an establishment that is not related to new construction.

Rick

Sent: Monday, March 26, 2012 2:29 PM

To: Rick Stathakis

Subject: Clarification on DDA Licenses

Rick,

Per my conversation with the Commissioners: New construction will not be considered for the \$75,000 investment requirement. The law was built to rehab Downtowns and the commission will uphold that intent. Also, DDA licenses will only be approved if there are none available in the quota for that local governmental unit.