

NOTICE

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

The Shelby Township DDA will meet on Thursday, May 24, 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

- Liquor License Update

Consultants

New Business

- Goals and 2013 Budget

Committee Reports

Design
Promotion
Organization
Economic Restructuring

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

Future Agenda Items –

- TBD

- 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 – April 26, 2012 at 7:00 p.m.

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

Mr. Hellebuyck led discussion advising someone was needed to serve as Secretary. Ms. Pat Rabaut Miller agreed to take notes.

Call to Order: Ms. Rabaut Miller, Acting Secretary called the meeting to order at 7:15 p.m.

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

Members Absent – Excused: Mr. Fanelli, Mrs. Filar, Mr. D'Agostini, Mr. Swartz

Also Present: Mr. Matika, Mr. Cook

Approval of Agenda: Motion by Mrs. Kiel to approve Agenda as presented, noting the change of the future date to May 24, 2012, supported by Mr. English to approve Agenda with corrected date change. Motion carried.

OLD BUSINESS: Mr. Hellebuyck said there is no old business at this time, noting that the LL matter cannot be pursued until the DDA has run out of liquor licenses.

CONSULTANTS: No consultants were in attendance.

NEW BUSINESS – Tabled at this time:

COMMITTEE REPORTS:

Design – Mr. English had no report at this time.

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

Promotion – Mrs. Kiel presented samples of various holiday flags for business or residential display received from Kiwanis Utica-Shelby. She said that the Kiwanis take care of all aspects of installation and take down. Mrs. Kiel said the cost for businesses or residents is \$50 per year. Mrs. Kiel said she felt this would be a good suggestion to propose to DDA Businesses.

Mrs. Kiel said that per the Macomb County Department of Roads the flags "cannot" be installed in easement (behind sidewalk, but must be installed on the owner's property). Mrs. Kiel

explained that flag sales are a fundraiser for the Kiwanis, and a neat way to display flags along Van Dyke. Members were advised that multiple flags were available. The fundraiser is handled by the Kiwanis per a contract with the DDA Business owner. Mrs. Kiel asked for Member input and/or support for this fundraiser. Ms. Rabaut Miller mentioned advertising on facebook, website, or open meeting.

Mr. Hellebuyck inquired regarding conflict with Township Ordinance(s). Mr. Stathakis advised checking into Township Ordinance, and suggested looking into receptiveness of DDA businesses. Members conversed regarding installation of signs and such along roadways. Mrs. Kiel said flags to be displayed a week before and after applicable holiday. Mr. Stathakis said to check with Mr. Wynn, Planning & Zoning Director. Members conversed further regarding the display of flags and promotion of idea to DDA business owners.

Organization – In reference to the DDA Newsletter, Ms. Rabaut Miller said she is waiting for street lights to be illuminated, and is seeking additional information to promote in newsletter. She said all should be done by June, allowing opportunity for photos, and said she intends to report on Van Dyke construction. Ms. Rabaut Miller also said the DDA office needs purging. Ms. Rabaut Miller noted that Mr. D’Agostini’s profile is now posted on DDA web.

Economic Restructuring – No report.

Treasurer’s **Report** – No report.

Public Comment – Mr. Cook inquired regarding sewer project on 21 Mile and vicinity. Mr. Hellebuyck said underground work will occur on both sides of 21 Mile, leads will be diverted to properties, and the sewer will be on both sides of road. Mr. Cook asked about “curbs”, and was informed that the curbs were not part of the project.

Grants - Mrs. Kiel updated Members concerning grants, and said the DDA in the City of Three Rivers received \$750,000 in grants. She said monies were from the Michigan Strategic Fund, and advised the funds were for sidewalk improvements (handicap updates), and sidewalk upgrades. Mr. Hellebuyck recapped information concerning State funds for DDA Districts, and disbursement of funds to county for dissemination of DDA District within the community. Ms. Rabaut Miller suggested looking into matter of grants at County level.

Approve March Meeting Minutes – Tabled until May 24, 2012 meeting. Mr. Hellebuyck requested Members to inform of revisions/deletions at said May meeting.

Chair Person Comments – Mr. Hellebuyck reminded that the term of DDA Member Jeff Swartz has expired, and also the term of Mr. D’Agostini. Mr. Stathakis said he would speak to Members within the next couple weeks.

Future Agenda – 2013 Goals & 5 Year Plan: Mr. Hellebuyck said items to remain as is.

Adjournment: Motion by _____ supported by _____ to adjourn. Meeting adjourned at 7:35 p.m.