

NOTICE

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

The Shelby Township DDA will meet hold its regular meeting on Tuesday, February 9, 2016 at 7:00 pm. in the Lobby Conference Room at the Shelby Township Municipal Building at 52700 Van Dyke, Shelby Township. The agenda for the meeting includes the following:

Call Meeting To Order: Chairman

Roll Call: Secretary

Approve Minutes:
January, 2016

Consultant:

Old Business:
DDA Public Hearing

New Business
Transportation Alternatives Program (TAP)

Treasurer's Report:
Financial Report - Gene D'Agostini

Committee Reports:
Economic Restructuring & Design
Jeff English
Organization
Pat Rabaut-Miller
Promotion
Kevin Karwowicz

Comments:

Correspondence:

Future Agenda Items:

(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 – January 12, 2016
Shelby Township Municipal Building
52700 Van Dyke – Shelby Township, MI 48316
(Lobby Conference Room)**

Call to Order: Pat Rabaut-Miller called the meeting to order at 7:00 p.m.

Members Present: Eugene D'Agostini, Jeff English, Bill Hellebuyck, Pat Rabaut-Miller, Rick Stathakis, Jeff Swartz, Rick Stathakis

Members Absent: Paula Filar, Greg Gagnon, Kevin Karwowicz

Guests Present: Glenn Wynn, Craig Cowper

Approval of Agenda: Motion by Bill Hellebuyck to approve the agenda, seconded by Jeff Swartz. Motion carried.

Approval of Meeting Minutes: Motion by Jeff English to approve the meeting minutes from December 8, 2015, seconded by Eugene D'Agostini. Motion carried.

CONSULTANT:

Update DDA District Plan: Glenn Wynn stated that we are now at the approval part of the plan. The process established by State law is somewhat complicated, so he handed out a chart showing the tasks and responsibilities of everyone involved in the process, and a chart showing the adoption schedule. The next step is to ask the Board members to formally accept the public hearing date at the next Township Board meeting on January 19, 2016. The first notice will appear in the Sunday newspaper before the Board actually sets the date, however, another notice can go out if the date is not approved. We do not want to delay the process. The notice must be published twice. Carmine Avantini had asked that a summary of the plan be attached to the notice. Notices will be mailed to every property owner in the DDA district, in addition to being posted at 20 different businesses in the DDA.

Pat Rabaut-Miller suggested that some of the DDA members be present at the next Board meeting to show support.

Craig Cowper mentioned that the notice can be published on the DDA website.

OLD BUSINESS: No old business to discuss.

NEW BUSINESS: No new business to discuss.

TREASURER'S REPORT: Gene D'Agostini stated that there have been no transactions this month, so the year-to-date balances remain the same. The current reserve is \$219,371.65. Pat Rabaut-Miller asked about getting an electronic version to post on the website along with the minutes. Gene will inquire about getting this information.

By 2017, the DDA should see extra revenue generated by the expansion of the DDA.

COMMITTEE REPORTS:

Economic Restructuring & Design: Jeff English had nothing to report.

Organization: Pat Rabaut-Miller had nothing to report.

Promotion: Kevin Karwowicz was not present at this meeting.

COMMENTS: Craig Cowper reiterated that he will post the notice on the website once the Board approves the public hearing date. He also mentioned that Paula Filar emails him with any updates to the agenda.

CORRESPONDENCE: None.

FUTURE AGENDA ITEMS:

Meeting adjourned at 7:27 p.m.