

# NOTICE

## **DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

The Shelby Township DDA will meet hold its regular meeting on Tuesday, June 14, 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:**  
April 12, 2016

**Consultant:**

**Old Business:**

DDA Liquor License Update – Greg Gagnon  
DDA Landscape Area Update – Jeff English

**New Business**

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

**Call to Order:** Greg Gagnon called the meeting to order at 7:04 p.m.

**Members Present:** Eugene D'Agostini, Jeff English, Paula Filar, Greg Gagnon, Bill Hellebuyck, Pat Rabaut Miller, Rick Stathakis, Jeff Swartz

**Members Absent:** Kevin Karwowicz

**Guests Present:** None

**Approval of Meeting Minutes:** Motion by Pat Rabaut Miller to approve the meeting minutes from February 9, 2016, seconded by Jeff English. Motion carried.

**OLD BUSINESS:**

**Update DDA District Expansion:** Greg Gagnon passed out a Power Point presentation that was presented at the Board of Trustees meeting by Carmine Avantini to inform the public about the importance of the expansion plan. The current DDA boundaries were explained which includes the Van Dyke corridor between 21 Mile and 25 Mile. The expansion to 26 Mile would increase the DDA tax capture by approximately 30%. Carmine also talked about the DDA project list and made some recommendations.

By law, the DDA must wait 60 days after the public hearing which was held on March 15 before presenting to the Board of Trustees. It should be on the May 17, 2016 agenda. If the plan is adopted, the notice has to be published in the newspaper on May 22. It can also be published on the website and Facebook, but it is not required. No tax entities have opted out so far.

**DDA Liquor License:** Paula Filar mentioned that there was an applicant for a liquor license for a new development. She found out that an applicant must go before the Township Board for approval before going to the State. It has to be a rehab and they have to spend a minimum of \$75,000, must be for dining or recreation, have certain seating allowance, a license through the County must not be readily available and they must be able to show a paper trail to say they have tried to get an escrow license from the County. Paula would like Rob Huth to look at the criteria again then document the process so that the applicants have the correct information.

## **NEW BUSINESS:**

**DDA Participation in EDAC Business Development Reception:** Greg Gagnon volunteered to go to the reception on April 14 where the DDA will have a table with information about the expansion area and a PowerPoint about the downtown development to clear up any misconceptions.

**TREASURER'S REPORT:** Gene D'Agostini reported that there was no activity, but there are some bills that need to be paid.

## **COMMITTEE REPORTS:**

**Economic Restructuring & Design:** There was a discussion about expenses for the maintenance of the Preliminary Landscape Model that was put into place over a year agreement. There were agreements that property owners would pick up the expense to maintain, however that has not happened in some cases. Jeff English said he would look into it and report back his findings at the next meeting.

**Organization:** Pat Rabaut Miller had nothing to report.

**Promotion:** Kevin Karwowicz was absent.

**COMMENTS:** Greg Gagnon was looking into additional grants for DDA projects and the TAP process to work with the Macomb Road Commission for any possible grants for street projects. No projects are currently available. Shannon from Fazal Khan and Associates is keeping him updated with new grant postings.

**CORRESPONDENCE:** None.

## **FUTURE AGENDA ITEMS:**

- DDA License Update
- Preliminary Landscape Model

Motion by Jeff English to adjourn the meeting, seconded by Gene D'Agostini. Motion carried.

Meeting adjourned.