

**CITY OF AUBURN
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING
JULY 27, 2010**

President: Steve Van Tol
Vice-President: Archie Machelski
Treasurers: Bernie Kissane and Steve Van Tol
Secretary: Gary DeShano

Meeting was called to order by Steve at the City Hall meeting room at 10:03.

Members Present:

Roll call: Steve Van Tol, Mary Williams, Gary DeShano, Bernie Kissane, Bob Feinauer, Eric Larsen, Archie Machelski

Members Absent or Excused: Charlie Robinson, Mike Snyder

Guests:

Eric Tobin with Generation E, Phil Heller with Western High school and Don Hamilton

Pledge of Allegiance was recited

Items to add to agenda:

None

Approval of Agenda:

Motion by Mary and second by Bob to approve the agenda as amended; Motion carried.

Motion to approve the minutes of June 22, 2010, by Mary and second by Bernie; Motion carried.

Unfinished Business

- A. Welcome to Auburn Sign – project done but needs a bit of tweaking
- B. Streetscape Plan – in progress, Mary requested moving the park bench from hotel to elsewhere, Eric will talk to the police
- C. 106 W. Midland Road – on hold
- D. Community Center – name needs to appear on survey, Bob suggests using a market study or design
- E. Sign Guidelines – Steve is formulating with input from others, work is in progress, it was agreed that the sign may be available to some organizations in the township in addition to the city
- F. Budgets – nothing at this time
- G. Café Ordinance – the city is working on this, the city is concerned about column height, the city wants 36” maximum height, the DDA would like 42”. Eric indicated planning and zoning need to act on this. Bob, Don and Eric say we need to submit a letter requesting the change. Gary will send the letter.

H. Modify Façade Program – Bernie presented proposed changes allowing up to 3 years and a maximum of \$20,000. After discussion it was concluded that the DDA can accept or reject any application and change wording to allow phases, but max of \$20,000.

Motion by Gary and second by Mary to allow for phasing and payments accordingly; roll call vote, Motion carried.

New Business

- A. Façade Program New Submittals – application received from Harbor Light – this has been tabled until next meeting. Application received from Plainview for the sign and entrance.
- B. Citizen Representative Comments – Charlie has been excused from the meeting
- C. Reimburse City for DDA use of Equipment and Employees – per list submitted, plus other expenses the City incurs as a result of DDA improvements, a monthly billing is preferred. The DDA needs approximate rates for personnel and each piece of equipment, also mentioned that financial reports compared to budgets would be desirable.
- D. Generation E –

Motion by Gary and second by Bob, to pay Don for administrative assistance of façade program as in past and not to charge to the project; roll call vote, Motion carried.

Bills submitted for Payment

Motion made by Bob to pay bills listed on treasurer's report, second by Gary, roll call vote; Motion carried.

Treasure's Report

No Report Available

Member Comments

Archie would like the DDA to express our concern about the maintenance of landscaping at the corner of Garfield and Midland Road. Bob will pursue.

Public Comment

Eric Tobin spoke about Generation E, an organization that promotes youth entrepreneurship – 6 year history and has a 5 step model. The cost involved is \$300 to train 5 teachers at a rate of \$70 per hour. United Way may provide some funding. The DDA is interested and Eric will be back.

Next Regular Meeting: August 24, 2010 at 10:00 a.m.

Motion to adjourn at 12:00 by Bob, second by Mary; Motion carried.

Respectfully submitted,

