

**CITY OF AUBURN
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING
NOVEMBER 22, 2011**

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 10:00 a.m.

Members Present:

Roll call: Gary DeShano, Archie Machelski, Lee Kilbourn (new mayor), Bob Feinauer, Steve Van Tol, Mike Snyder, Mary Williams

Members Absent: None

Members Excused: Charlie Robinson, Bernie Kissane

Guests:

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 October 25, 2011 by Mike and second by Archie; Motion carried.

Unfinished Business

- A. Streetscape Project Update – work is progressing well. We need a few more parts for lights. Discussion took place of the sign at east entry to town. Don will seek easement or quiet title for proposed site.
- B. Community Center – the study as presented makes it appear to be not feasible at this time. This item is off the table for now. Maybe work on a smaller simpler building in the future. Bob stated that the Cornfest group might have a design in mind and maybe it can be a building for many uses. Mike volunteered to talk to Frankenmuth to see what they have done.
- C. Business Loop and Point of Interest Signs –
 - a. Motion by Gary and second by Mary to get an estimate to expand size and maintain sign on city park property – viewed by west bound traffic on US-10

General signage around the city – Don presented an estimate to do a sign program. After much discussion, Lee Kilbourn suggested we think about where we need signs before committing to spend money for outside help, all members agreed.

- D. Corner Park Repair – Archie says this is done
- E. City Park Concession – deleted
- F. Streetscape Next Phase – this will be followed up on in the spring

New Business

- A. Façade Program – no new applications
- B. Citizen representative Comments – Charlie is not in attendance
 - a. Motion by Gary and second by Bob to accept the resignation of Charlie Robinson; Motion carried. A replacement will be sought.
- C. Meeting dates for 2012
 - a. February 2012 meeting to be on the 21st
 - b. December 2012 meeting to be on the 18thMotion by Mary and second by Bob to accept these dates; Motion carried.

Motion by Mike and second by Mary to approve the snow plow bid for parking behind Subway; Motion carried.

Bills submitted for payment:

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

Treasurers report:

Gary made a motion to accept the treasurer report dated November 22, 2011, as printed, second by Bob; Motion carried

Member Comments

None

Public Comment

None

Next meeting: December 20, 2011 at 10:00 a.m.

Motion to adjourn at 12:00 a.m. by Lee, second by Bob; Motion carried.

Respectfully submitted,

