

**CITY OF AUBURN
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING
JANUARY 25, 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 10:05.

Members Present:

Roll call: Gary DeShano, Charlie Robinson, Steve Van Tol, Bob Feinauer, Archie Machelski

Members Absent or Excused: Bernie Kissane, Eric Larsen, Mary Williams, Mike Snyder

Guests:

Paul Drzewicki

Pledge of Allegiance was recited

Items to add to agenda:

Clock
Banners

Approval of Agenda:

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

Motion to approve the minutes of December 21, 2010, by Archie and second by Charlie; Motion carried.

Unfinished Business

Paul Drzewicki presented funds spent on McDonald's Restaurant, asking for façade grant consideration. After discussion, it was decided to have Don review. It was pointed out that this is an 'after the fact' application work which was done prior to approval. The DDA will need a complete application for consideration.

Gary asked if the DDA can get a copy of each property tax on each property in the DDA district. Gary will get.

- A. Streetscape Plan Review – Nothing to discuss
- B. Community Center – mailing will go out next week
- C. Sign Guidelines – Nothing to discuss
- D. Café Ordinance – Nothing to discuss
- E. Façade Program, has it been updated - Bernie is absent so nothing to discuss
- F. Parking Signs – Steve says about \$100 per sign (parking)

New Business

- A. Façade Program – Auburn Towing is planning on submitting an application, and additional information was received for façade of 887 W. Midland Road
- B. Citizen Representative Comments – Charlie says all is well
- C. Clock – Archie reported that the clock needs some repairs and the three year warranty has expired. The manufacturer has a service program.
Archie made a motion to enter into a one year agreement only for \$590, for two service calls, second by Charlie, roll call vote; Motion carried.
- D. Banners – Archie says we have no winter banners – this topic is tabled for now

Budget – Don presented a draft of a long range budget, 2011 through 2016. The DDA is on a fiscal year schedule so the year started July 1st and so we are half way through at this point.

1. The DDA needs to know what was spent last year
2. The DDA needs to know what was spent first half of this fiscal year
3. More detail is needed in the budget
4. A separate category is needed for maintenance

Election of officers will be held at the next meeting.

Bills submitted for Payment

Motion by Bob to pay bills listed on treasurer's report, including invoice from Landscape Arch. & Planners, Inc. for \$1,884.09, second by Archie, roll call vote; Motion carried.

Expenditure Report

Bob made a motion to accept the treasurer report dated January 31, 1011 as printed, second by Charlie; Motion carried.

Member Comments

Bob stated maybe Dow Corning would help with solar shingles regarding the proposed community project (A.R.C.). Don will try to talk to them.

Archie stated he heard a siren of sorts is being discussed. Archie will get more information.

Public Comment

None

Next Regular Meeting: February 22, 2011 at 10 a.m.

Motion to adjourn at 11:55 by Gary, second by Bob; Motion carried.

Respectfully submitted,

