

**CITY OF AUBURN
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING
JULY 26, 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 10:02.

Members Present:

Roll call: Gary DeShano, Charlie Robinson, Eric Larsen, Archie Machelski, Steve Van Tol, Bob Feinauer, Mike Snyder

Members Absent or Excused: Bernie Kissane (absent), Mary Williams (excused)

Guests:

Don Hamilton
Officer Sly Poltorak
Ann Machelski
JoElla Krantz
Steve Samborn
Dale Gripentrog

Pledge of Allegiance was recited

Items to add to agenda:

Letter from Officer Sly Poltorak
Park Improvements

Approval of Agenda:

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

Motion to approve the minutes of May 31, 2011, by Charlie and second by Bob; Motion carried.

Unfinished Business

- A. Streetscape Plan Review – Bob noted that some trees need trimmed
Motion by Bob and second by Gary to approve low bid to trim trees of \$441, roll call vote; Motion carried.
1. Bench order – Steve says benches should be in soon
 2. Light sample / order – Bob and Archie say they do not like the new light sample, all agreed it is not what we want, so we are still shopping. JoElla said she will check with supplier

Motion by Charlie and second by Gary to use the same style as in the past;
Motion carried.

B. Community Center

1. Greater Reach Consulting – Motion by Gary and second by Archie to accept proposal of \$2,500, roll call vote; Motion carried.

C. Business Loop – Dale Gripenrog indicated that MDOT may put a business loop sign on the expressway if we put signs in the city. Eric volunteered to design location and style

D. Parking Signs – Eric volunteered to design location and style

E. Emergency Siren Location Donation – Mike says this is progressing with location at the high school

F. Budget – Motion by Charlie and second by Bob to approve budget; Motion carried

G. Corner Park Timber Repair – Archie is working on it

New Business

A. Streetscape Plan Review – new submittals

a. Plainview Sign Application – after discussion, Motion by Gary and second by Bob to approve at \$8,776

B. Citizen Representative Comments – Charlie says all is well, there have been no citizen complaints or concerns

C. Bay Future – bill received for \$1,000, Motion by Bob and second by Charlie to pay \$1,000, roll call vote; Motion carried

D. Letter from Officer Sly Poltorak – this letter requests reimbursement for sign for police, Motion by Charlie and second by Archie to pay \$88.09, roll call vote; Motion carried

E. City Park – Eric asked if a concession stand should be considered. After discussion, it was decided Eric would talk to ball committees to determine their interest. Also should volley ball be moved away from new vets memorial? Eric also wanted the DDA to consider lawn irrigation for the park.

Bills submitted for Payment

Motion made by Bob to pay bills listed on treasurer's report, except sample light approximately \$2,000, second by Charlie, roll call vote; Motion carried.

Treasurer Report

Bob made a motion to accept the treasurer report dated June 30, 2011 as printed, second by Charlie; Motion carried.

Member Comments

Bob says we need to move forward with streetscape.

Archie would like minutes to indicate members either excused or absent

Attached to these minutes is a copy of the Greater Reach Consulting Agreement

Public Comment

Dale Gripenrog reported his vets memorial project is nearly complete, but has more improvements planned. We have 2 benches. Dale requested we donate these.

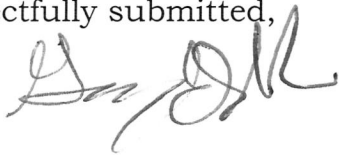
Motion by Archie and second by Bob to donate 2 benches, roll call vote; Motion carried.

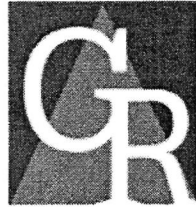
Ann Machelski talked about the park at Midland and Garfield Roads and that the DDA needs to maintain. It is agreed that the DDA is responsible to maintain all the plantings on city property. It was concluded that the DDA may need to contract with someone to maintain. Ann is going to try volunteers first.

Next Regular Meeting: August 23, 2011 at 10:00 a.m.

Motion to adjourn at 11:35 by Gary, second by Eric; Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "D. J. K.", written in a cursive style.



Greater Reach

GREATER REACH CONSULTING

The following is a quote for initial services towards an Auburn Community Recreation Center facility. Services include data review, an analysis on building design and operational budget plans, and a feasibility recommendation for the project. Pricing in this quote is valid through December 31, 2011.