



Meeting Minutes
Downtown Development Authority
Tuesday, January 22, 2019 – 3:30 p.m.

City Hall Council Chambers
1315 S. Washington
Saginaw, MI 48601
989-754-8222

- I. **Call to Order/Roll Call** – Chairman Basil called the meeting to order at 3:30 p.m.
C. Miller took roll.
Members Present: Tom Basil, Dawn Goodrow, Todd Gregory, Michael Hanley, John Markey, Tim Morales, Paul Virciglio, Dennis Whalen, Jeff Wood
Members Absent: Gary Glaza, Jim Hill, Matt Nobis, Herb Spence
Staff Present: Tom Miller, Cassi Miller
Others Present: Jeanne Conger – Positive Results Downtown, Colleen Brown – Elissa Rose Banquet Center

- II. **Public Comment**
 - a. Jeanne Conger gave a brief overview of Positive Results Saginaw. The non-profit organization organizes 7-8 events in Saginaw throughout the year. These events bring close to 100,000 to the area. She asked for assistance with the \$10,000-11,000 Positive Results spends annually on city related expenses, such as barricading streets and police overtime. She requested the DDA to grant \$10,000 each year for the next three years.
 - b. Cassi Miller thanked the board for the \$1,000 granted to The Great Mural Project last year, which helped to fund the 16’ by 48’ mural on the corner of Genesee and Washington Avenue. She stated this year, the group plans to install a mural on the west side, on the north wall of Fralia’s. The location has already been confirmed, as well as, the artist. This year students from Arthur Hill and Saginaw High will be involved in the design. She requested \$1,000 to assist with this project.
 - c. Colleen Brown is the new manager of Elissa Rose Banquet Center located on North Park Avenue, near the old unemployment office. She is on the board of the DDA in her hometown. She attended the meeting to introduced herself, and see how our DDA runs.

- III. **Approval of Minutes** – Tuesday, November 27, 2018. Basil mentioned the motion made for approval of the façade grants showed Glaza opposing the motion. He only abstained due to a conflict of interest. C. Miller will make the change. **A motion was made by Hanley, supported by Virciglio, to approve the November 27, 2018 meeting minutes with the requested change. Motion passed unanimously.**

- IV. **New Business**

- a. **Positive Results Saginaw Request** - T. Miller mentioned no matter what we do with this request, we are setting a precedent for other non-profit groups to ask for support for their events. It was agreed that Positive Results is a great organization deserving our support, but we need to consider the position this with put us in.

Morales stated the city waives as much cost as possible for Positive Results events. They are required to pay overtime when they need things done during irregular work hours. Hanley asked if the city keeps track of waived costs and could show the amount Positive Results is saving. Morales said he would pull together the total amount.

Gregory asked if there is something else the DDA could do to reallocate money to the organization for something specific, rather than operating costs. There was discuss about being a sponsor for an individual event such as Friday Night Live or Holidays in the Heart of the City. Markey stated he is on the board of Positive Results and most Friday Night Lives are already completely sponsored, but there may be a couple left. Holidays in the Heart of the City may be best because it touches both sides of the river.

Morales suggested an application process similar to the Façade Grant Application, for special events. The DDA would need to form a subcommittee to review the applications. Goodrow suggested including a section to include other funding sources. A deciding factor should also be the number of attendees.

C. Miller will create the application for review at the next meeting.

- b. **The Great Mural Project Request** - A motion was made by Hanley, supported by Virciglio to approve the \$1,000 requested by The Great Mural Project. Motion passed unanimously.

V. **Old Business** – None

VI. **DDA Funded Activities and DDA/TIF Financial**

- a. **Streetscape Improvement Committee** – C. Miller stated she met with Phil Karawat and spoke about the possibility of the public works department partnering with this project. Karawat said public works will pick up, store and drop off the flower pots during the winter. C. Miller received quotes for watering the flowers from The Wash Boy - \$6,240 and Bell Landscaping - \$4,000. She is currently working with Gary Davis from Tri Cap who says his people could definitely do this type of work at no cost. C. Miller will be contacting Karawat to determine a plan of action.
- b. **Temporary Wayfinding Signs** – The signs arrived over Christmas. The will be placed in the spring, weather permitting. There are 54 signs complete with QR codes which, when scanned, brings directions onto your phone. C. Miller said she went into the program and wrote descriptions of the destination and things you will pass as you walk there. Morales said the city is planning to make wayfinding signs for Delta College, so there is an opportunity to make permanent wayfinding signs. T. Miller said the program keeps track of the scanned QR codes, which will show the best locations for the permanent signs.

- c. **New Business Welcome Baskets** – C. Miller has begun to approach businesses to see if they would be interested in donating gift cards, coupons, samples, etc. if/when a new business comes into town. The goal is to have a large number of participants so each business does not need to be asked multiple times a year.
- d. **Davenport Site** – C. Miller stated the site will be planted next spring. SBLC treated it earlier this fall and utilized a more robust mixture to knock out some of the heartier weeds on the site. Letting the site sit over the winter will allow the treatment to break down, ensuring that the soil will be set for the seeding without impacting the germination of the plants. They plan to do a buffer of lower growing fescue grasses and flowering species, a flowering lawn so to speak, from the sidewalk back about 50 feet. Beyond that, a taller mix of wildflowers and grasses will give the site a native prairie look. The lower growing buffer will create a more deliberate appearance for the site and, in the end, work to keep taller weeds down along the sidewalk and street.

VII. Project Updates

- a. **Delta College Saginaw Center** – Morales said it is on track to be completed in April, with faculty moving in soon after. They plan to have an open house this summer. There has also been discussion of the college hiring additional police officers. The college is planning to offer firefighter classes at the downtown location to help with the shortage of available hires.
- b. **Bearinger Fireproof Building** – T. Miller said SEDC extended the agreement on the building. All feasibility studies are complete. The development group is currently exploring available incentives to make the project work financially.
- c. **Vascular health Clinic** – C. Miller stated development has begun. The two homes have been demolished and the foundation will be laid as soon as the weather permits it.

VIII. Other Reports/ Discussions

a. City Manager Update/Reports

- 1. **Jacobson Parking Lot** – Morales said the city is currently researching a section 108 loan to help fund the demolition of the garage and resurfacing of the lot, estimated to cost \$1.2 - 1.4 million. The surface lot will accommodate half as many cars as the garage for 1/16th of the cost.
- 2. **County Ramp** – Morales said it is estimated to cost \$8 million to repair the garage and preserve the 1,200 - 1,400 parking spaces.
- 3. **Covenant** – Morales informed the board that Covenant hired two police officers last year, and is considering hiring up to three more. The officers are based around covenant, but can be called to other areas of the City if needed. This program is what sparked Delta College's interest in hiring officers.
- 4. **Urban Core Mayors Group** – has developed a public safety grant program. Morales stated the group had their first meeting of the year last week. The program has received 33 letters of support, of which, 17 were from Saginaw.

IX. Announcements/Miscellaneous

- a. Morales reminded everyone of the strategic planning event this Friday at the Andersen Enrichment Center and encouraged attendance from 10 a.m. - 12:30 p.m.

- b. Goodrow mentioned an event called Chix Who Mix, taking place at the Marketplace on Tuesday, February 19th, from 5-7:30. The event benefits the Saginaw Children's Zoo, Pit and Balcony, Arts Saginaw, and the Saginaw Choral Society.
 - c. Markey said the Saginaw Bay Symphony will have a performance on February 9th.
 - d. Virciglio stated all engineering drawing are complete for the pickleball courts, bathroom and pavilion. The group is currently working with the Saginaw Community Foundation to set a date to present to all the local foundations to gather support.
- X. **Next DDA Meeting – February 26, 2019 – City Hall Council Chambers – 3:30 p.m.**
- XI. **Adjournment – Motion made by Virciglio, supported by Whalen, to adjourn the meeting at 4:48 p.m. Motion passed unanimously.**

Respectfully submitted,

Laura McClean, Clerk
DDA Board