



**CANTON TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY
Minutes of the
Feb 19, 2020 Meeting**

The meeting was called to order at 8:01 A.M. by Chair Person, Bart Patterson

Present: Andy Hargreaves, Bart Patterson, Dianne Cojei, Laura Giove, Janet Volante, Mark Waldbauer, Steven Brock

Absent: Greg Greene, Seth Kleinglass, Pat Williams

Staff: Amy Hamilton, Kerri Romanko

Others: None

ACCEPTANCE OF AGENDA

MOTION: by Laura Giove, supported by Mark Waldbauer, to accept the agenda as is.

AYES: All present

APPROVAL OF THE JANUARY 15, 2020 MINUTES

MOTION by Dianne Cojei, supported by Mark Waldbauer, to approve the January 15, 2020 meeting minutes.

AYES: All present

CITIZENS' NON-AGENDA ITEMS

NONE

PAYMENT OF BILLS

MOTION: by Janet Volante, supported Dianne Cojei, to accept the payment of bills.

AYES: All present

PRESENTATION: LECLERC DISPLAY

Amy Hamilton introduced Shawn Bailey from LeClerc Display who has been supplying our holiday decorations for the last couple years. Previously we owned our decorations and stored them at the DPW but the wires were going bad and they would've needed a lot of upkeep. She said we were paying a little over \$5,000 to have them put up and taken down each year. The board made the decision to lease decorations so we wouldn't have to store them and they would look fresh every year. Amy said we now have 105 light up stars each year, on every third pole. We have the option of changing the decoration or the garland color that goes on the pole. She reminded, as Shawn Bailey gives his presentation, remember that we spent approximately \$15,000 on decorations last year.

Shawn Bailey gave the board a hand out of pictures with different ideas. He suggested a six foot decoration for the intersections and the smaller shooting stars for every third pole in between. He felt the larger style at the intersections might switch it up and make a bigger impact.

Bart asked what the change in price would be if we go with the larger decorations at the intersections. Shawn Bailey said it would be \$17,670. Amy Hamilton said it's approximately a \$2,000 increase from last year.

The board agreed that they would like to have the larger decorations at the intersections, with the smaller shooting stars in between, for the 2020 holiday season.

Bart Patterson thanked Shawn for presenting at the meeting, then Shawn left the meeting.

CONSIDER APPROVAL OF A BUDGET AMENDMENT TO CARRY OVER 2019 PO TO OHM

Amy Hamilton said OHM is our on-call engineering services provider and we approved a purchase order last year but we didn't use all the funds. We have ongoing projects with cross access and paving. We cannot use 2019 funds for 2020 expenses. So we are formally asking to roll this PO over into the next year so we can use it for our 2020 expenses.

MOTION: by Mark Waldbauer, supported Laura Giove, to approve the carry-over of the 2019 OHM purchase order.

AYES: All present

CONSIDER APPROVAL OF A BUDGET AMENDMENT TO CARRY OVER 2019 PO TO FLATLANDERS

Amy Hamilton said that we paid the deposit for the Arch repair in 2019 but the work wasn't completed until February 2020. We need to formally roll the purchase order over to 2020 so we can use it to pay for the completed repairs. Everything has been reimbursed by our insurance company, less the \$1000 deductible.

MOTION: by Mark Waldbauer, supported Steven Brock, to approve the carry-over of the 2019 Flatlanders purchase order

AYES: All present

DDA COORDINATOR'S REPORT – February 14, 2020

- **Shred Event** – The next DDA Shred Event has been scheduled for Saturday, May 9 from 8:30-10:30am in the IKEA parking lot. The trucks will be there from 7:30-10:30am. All volunteers should be there no later than 7:15am.
- **Public Art Jury** – Volunteers are needed to help pick the 2020 art sculptures for the Ford Road art display. The jury date is Wednesday, March 18 from 4-6pm. The jury selection will take place in room E in the lower level of the administration building. Please let me know if you are interested and available.
- **D'Aguanno Easement** – All easement and agreements have been signed. OHM submitted the site plan to Canton's Planning Division for internal review. They are also in the process of preparing the bid specs so we can get it constructed this spring.
- **New Appointment Process** – Canton's Board of Trustees wants to be more involved in the selection of township board and committee members. To that end, they've developed an application for those wishing to be appointed or re-appointed to a board or commission. Moving forward, all DDA board members who wish to renew their term will have to fill out an application. You will then be interviewed by a small committee who will then decide if you will be recommended for appointment/reappointment.
- **New Business Update** – A Certificate of Compliance has been issued for the following businesses:
 - **Spins Bowl Canton** – 45100 Ford Road (former Super Bowl)
 - **Samosa Factory** – 44993 Ford Road (Casual Indian Food Restaurant)
 - **Republic Hair Studio** – 42839 Ford Road

- **Detroit Brow Studio** – 42775 Ford Road (Canton Corners)
- **Kind Soul Beauty** – 42775 Ford Road
- **Salon PB&J** – 42775 Ford Road
- **Salon RSVP** – 42775 Ford Road

ADDITIONAL CITIZENS AND BOARD MEMBER COMMENT

NONE

ADJOURN

MEETING CALLED TO ADJOURN at 8:38 A.M.