

**CHARTER TOWNSHIP OF BANGOR
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES**

A regular meeting of the Charter Township of Bangor Downtown Development Authority was called by the Chair to be held on November 5, 2018, commencing at 8:00 AM, prevailing time at the offices of the Township pursuant to notice.

Present: C. Gignac, J. Mayes L. Newton, K. Peil, B. Rowley, G. Rowley, and M. Thelen
Absent: B. Behmlander and S. Covaleski
Also present: R. Blake, A. Blake, K. Wardynski and W. Darbee

The Chairperson, Mr. Newton, called the meeting to order at 8:00 AM after determining that a quorum was present by roll call.

The Chairperson welcomed Mike Thelen as a new member who was appointed to replace his father, Tom.

The Chairperson then introduced R. Blake and A. Blake whose project was brought up at the last meeting. They outlined their project which is needed because of their growing out of room at their present location. They work with children with disabilities with no overnight stays. Their maximum stay per child is 8 hours per day and 40 hours per week. They presented renderings of their project with an anticipation of starting construction in the spring of 2019 after meeting with the bank on this date. Currently they have a staff of 15 with potential of 40-50 employees because of the 1 on 1 staffing. Their revenue is Medicaid funding at about 75% and private insurance pay at about 25%. After presentation there was a motion by Mr. Peil with support of Mr. Mayes to enter into a development agreement. The motion passed 7 votes in favor and no votes against. The basic time lines will be basically the same as other agreements which are 4 months to secure planning commission approval for their project and then commencing construction within 6 months of the date of the Development Agreement to be accepted within 30 days of this date. Should they comply then Lot 2, S & S Development will be provided to them for \$10.00 as have been the other lots owned by the DDA.

Chairperson Newton then requested acceptance of the October 5, 2018 regular meeting minutes. Mr. Darbee stated that the meeting was a special meeting and not a regular meeting as stated in the first paragraph. Mr. Peil noted that in the 1st paragraph the meeting started at 9:00 AM and not 8:00 AM. With those corrections, Mr. Rowley moved with support of Mr. Peil to approve the minutes with those corrections. The motion passed seven votes in favor, zero votes against.

The Treasurer, Ms. Wardynski, reviewed the quarterly report. The Debt Retirement & Projects Fund has a balance of \$892,860.20. The Operating Fund has pre-approved payments of \$194.40 and an invoice of Darbee Hammond, PC of \$3,840.22 which will leave a balance of \$7,963.18 in the DDA Authority Fund which is within the amended budget. Mr. Peil moved with support of Mr. Mayes receive the report of the Treasurer. The motion passed 7 in favor and 0 votes against. Ms. Rowley moved with support of Mr. Rowley to pay the bills as reviewed by the Treasurer. The motion passed 7 in favor and 0 votes against.

The 2019 budget of the DDA was then reviewed by Treasurer. She indicated that the budget is basically the same as the 2018 budget at \$186,700.00 for the Debt Retirement/Projects and \$45,010.00 for the Operating Fund. After review, Mr. Peil questioned how the real estate lots show up on books of the DDA. Ms. Wardynski stated she needed to research that issue with the auditors and will advise accordingly. Mr. Rowley moved with support of Mr. Newton to approve the 2019 budget and to forward it to the Township Board for approval. The motion passed 7 votes in favor and 0 votes against.

The Chairperson indicated that next year's meetings need to be set. For 2018 it was the first Monday of February, May, August and November which would be February 4, May 6, August 5 and November 4. The Chairperson recommended additional meetings in order to revise the TIFA Plan and perhaps the Development Area. After discussion it was moved by Ms. Rowley with support of Ms. Gignac to set the dates and time at 7:45 AM on the January 4, February 1, April 5, May 3, July 12, August 2, October 4 and November 1. The motion passed

7 votes in favor and 0 votes against.

As a continuing review the Chairperson sought update on the sign on Euclid. A discussion followed on the value to the DDA which is questionable as it is more valuable for the County and the other businesses in the area. The County has assisted in maintenance of the sign over the years. Prior to the next meeting the suggestion is to have a sign contractor review the status of it including the possibility of removing it, to refurbish the sign and charge owners and perhaps selling it to an owner in the park. The Chairperson volunteered to contact Klender sign for his comments.

Mr. Mayes left the meeting.

The Chairperson stated that the PG Enterprises, LLC project had completed the requirements of extending the Development Agreement and Mr. Darbee stated that actual construction did commence on June 11, 2018. Mr. Darbee stated that closing on the deed transfer needs to occur by November 15 and thought it was to occur the week including October 22 but did not. Mr. Darbee stated that the Tri-County, LLC issue of filling their lot was no longer needed as they have presented a formal PDF statement indicating that the filling is not needed.

There is no report from Bay Future. The Chairperson contacted Trevor Keyes who stated Bay Future is in the midst of putting together a 5-year plan on fund raising and will get back to the Chairperson in the near future.

The Chairperson questioned the mitigation status and Mr. Darbee stated that it is likely to become a non-issue by this time in 2019 per Mr. Niswander.

The Chairperson desired to discuss the future of the DDA as an ongoing entity and wanted to turn the discussion over to the Vice-Chairperson, Ms. Rowley. Ms. Rowley stated there are several areas which can be improved primarily in the area next to the DDA Development Area along Patterson Road north of Wilder, the area south of Old Kawkawlin Road as well as north along State Street

Road. After discussion, Ms. Rowley requested that all Board members ride around the DDA Development Area to view potential sites for development so as to be able to review same at the next meeting.

The Chairperson stated that at the next meeting he would like the Board to consider passing through some of the DDA funds to the various taxing units at the next meeting.

Mr. Newton left the meeting at 9:05.

Ms. Rowley followed up with agenda items for the next meeting including review of the expansion of the DDA Development Area, financing issues and the passing through of the excess funds.

Mr. Peil then moved with support of Ms. Gignac to adjourn the meeting at 9:07 AM. The Vice Chairperson adjourned the meeting without further debate at 9:07 AM.

Respectively submitted,



William H. Darbee
Recording Secretary