

Downtown Development Authority of the Charter Township of Bangor

Regular Meeting – January 12, 2024

Bangor Township Administrative Offices

180 State Park Drive, Bay City, MI

**Present:** Glenn Rowley, Mike Thelen, Barbara Behmlander, Jeff Mayes, Dr. Lee Newton

**Absent:** Cristen Gignac, Kevin Peil, Sandra Covaleski, and Brenda Rowley.

**Also present:** Richard C. Sheppard and Karie Wardynski

Meeting was called to order by Chairman Newton at approximately 8:04 a.m. It was open to the public and there being no public, public comment was closed at approximately 8:04 a.m.

Moved by Glenn Rowley to approve the Minutes of November 3, 2023, as submitted, seconded by Barb Behmlander. Voice votes unanimous approval.

The financials were reviewed by Ms. Wardynski. She indicated that there is a cost saving into the future, that there is no longer a need to print and/or publish an Annual Report in the paper. The fund balance would not require any pass through this March. There will be approximately \$460,000 balance in March and since it is less than \$500,000 there would be no need to distribute to Delta College or to the Township.

There will be a need to adjust the budget for the absence of publication costs. Moved by Barb Behmlander, supported by Mike Thelen to approve the financial report and pay the bills.

Roll call: All yes – Glenn Rowley, Mike Thelen, Jeff Mayes, Barb Behmlander, Dr. Lee Newton.

**Absent:** Cristen Gignac, Kevin Peil, Sandra Covaleski and Brenda Rowley.

It was brought up that the DDA pays to the township for cleaning of sidewalk in the DDA district. Apparently, a conversation occurred between Ms. Wardynski and the maintenance personnel that they should not forget to plow the DDA district. The reply was that they thought that was no longer an issue, as much as they had no time to do it and they thought that they had been relieved of that obligation. According to the supervisor, the Maintenance Code adopted by the township requires the adjoining owner to clear the sidewalk. This is particularly difficult in light of the fact that it is really the Road Commission snowplows that heap frozen and crusty snow onto the sidewalks, which results in breakdowns of the township tractor which was purchased by the DDA.

At approximately 8:14 a.m., member Kevin Peil arrived.

Ms. Wardynski suggested she update the contract and we pay only for the actual costs of salt and man hours used. After the discussion, it was moved by Jeff Mayes, supported by Barb Behmlander to withhold payment, and asked the Chair, Supervisor and Treasurer to work out a new agreement with the township and bring it back to the DDA Board at its next meeting. It was unanimous.

Under development projects, Kevin Peil reported that the current phase of the Tri-City Brewery expansion had been done and gone well.

There was no update on any town center activity.

Dr. Newton struggled to find a place to put the last park bench and pad. He ultimately found that along Shresta Drive there may be a need for additional benches beyond the one. He had passed out a diagram with highlighted areas where they could go.

At approximately 8:36 a.m., board member Sandra Covaleski arrived.

The discussion centered around placing as many as four new pads and buying three additional benches in addition to the one that had already been purchased. It was moved by Barb Behmlander to get three more matching benches at cost not to exceed \$8,000.00, which was seconded by Kevin Peil.

Yes: Jeff Mayes, Barb Behmlander, Sandra Covaleski, Kevin Peil, Mike Thelen, Glenn Rowley and Dr. Newton voted yes.

No: None

Absent: Cristen Gignac and Brenda Rowley.

There was no new Nislander report.

The Façade Program was discussed as other capital improvement projects. Dr. Newton pointed that the 10 year extension of the DDA is now half over and that this might be an opportune time to get some positive public relations by announcing the Façade Program was in effect and that it would be necessary to identify classes of projects, reimbursement to either certain percentage or maximum amount of dollars and can attempt to emulate Bay City's Façade Rehabilitation Program or look at the City of Auburn's.

It was therefore the consensus of the Board that Dr. Newton would review the City of Bay City's and Auburn's and provide a more definite plan at the next meeting.

Under the Bay Future report, it was reported that Mr. Keyes had a new baby, and he was not in attendance.

Under other business there was discussion about a sign for the Civic Arena south of Thelen Drive, which is in the Michigan Department of Transportation right of way. It was not known if the sign was visible and did any benefit for the DDA located along Shresta Drive. It was determined that the DDA pays the \$100.00 per year to MDOT which is likely a billboard fee. Moved by Sandra Covaleski and supported by Barb Behmlander that the DDA remove itself from the MDOT sign issue on the right of way and not pay the sign fee and the Chairman tell all customers on the sign that it is no longer a DDA sponsored event or activity.

Roll call: All present said yes - Glenn Rowley, Mike Thelen, Barbara Behmlander, Jeff Mayes, Dr. Lee Newton, Kevin Peil and Sandra Covaleski

**Absent:** Cristen Gignac and Brenda Rowley.

Under other business Board Member Covaleski announced that she had listed the JCPenney at the Bay City Town Center and it was quite an attractive price, hoping that there would be some other occupant to take the large space.

Moved by Kevin Peil to adjourn at 8:56 a.m., with comment that the next meeting is scheduled for March 8, 2024. All in agreement and meeting was adjourned.