

**VILLAGE OF SCHOOLCRAFT
DOWNTOWN DEVELOPMENT AUTHORITY
NOVEMBER 5, 2009**

The Regular Meeting of the Downtown Development Authority held at 442 N. Grand Street, Schoolcraft, Michigan was called to order by Chairperson Jim MacPhee at 8:00 a.m.

ROLL CALL:

Present: Chairperson Jim MacPhee, Rob Swarts, Rich Peart, Dan DeVries, Dale Miller, Jim Stampler, and Deb Reynolds.

Absent: None.

Also Present: Village Manager Cheri Lutz, Faith Akert, and Dan Hartlieb.

DETERMINATION OF QUORUM:

A quorum was present.

APPROVAL OF MINUTES:

Motion by Peart, seconded by DeVries, to approve the minutes of the Regular Meeting of August 5, 2009, as presented. All aye.

PUBLIC HEARINGS:

None.

OLD BUSINESS:

Rich Peart presented information to the DDA Board regarding Phase II & III of the Streetscape Project as follows:

- The Village could apply for grant funding and designate a specific year for it, i.e. apply in 2012, request 2017.
- The larger the project in terms of dollars, the greater the local % of match required.
 - If project is a million dollars, the local match would be about 50%.
 - If the project is \$500,000, the local match would be approximately 20%.
- The Village must pay all costs for the project upfront, and would be reimbursed by MDOT later.
- The project must be attractive, and that if too many items are cut or reduced in size, the project may not be grant funded at all.
- Sidewalk construction is not included in the project; it would be an additional cost to the DDA.

Possible Cost Reductions

- Do project in phases.
- Change lighting – from tall to short in some areas – could save about \$400.00 per light.

- Reduce size of decorative pavers – currently \$6,000.00 per paver not including light or decorative containers.
- Reduce length of fence.
- Eliminate some pavers.
- Reduce decorative pot size – have one decorative pot or change pot size for cost effectiveness.
- Change brick pavers to concrete stamp.

Chairperson Jim MacPhee had the following comments:

- He stated that he will be meeting with the Vicksburg Foundation regarding grant funding, and researching other opportunities for low interest funding.
- He stated that both projects should be done at the same time, to maximize MDOT Funding.
- He stated that if the DDA wants to move forward with the Streetscape Projects, they would need to postpone other projects listed in the DDA's TIF Plan.
- He stated that DDA could look at creative ways for fundraising.

Assistant DPW Superintendent Rob Coffman had the following comments:

- He stated that maintenance of additional Streetscape Phasing would necessitate additional staffing.
- Snow removal along US 131 is hard on items such as streetlights and brick pavers, causing dirt and chipping from stones thrown from street plowing.

Dale Miller discussed stamped pavers versus brick pavers.

Dan DeVries stated that costs for the project will go up over time.

NEW BUSINESS:

- a) The YTD Revenue & Expenditure Report was discussed.

Motion by Miller, seconded by Reynolds to accept the Revenue & Expense report, as presented. All aye.

- b) Motion by Swarts, seconded by Reynolds, to approve the meeting schedule for the year 2010, as presented. All aye.

- c) Projects for the 2010/11 Budget were discussed.

Chairperson MacPhee requested a bare bones budget, and a budget with projects included for consideration at the January, 2010, meeting.

- d) Mr. Dan Hartlieb appeared before the commission, to present his qualifications for appointment to the board.

Motion by MacPhee, seconded by Peart, to recommend appointment of Mr. Dan Hartlieb to the DDA, for a one year term. All aye.

COMMISSIONER COMMENTS:

Chairperson Jim MacPhee welcomed Council President Dan DeVries to the DDA Board.

Dale Miller asked how the council went about making appointments to committees, and expressed his concern that Trustees who are opposed to sanitary sewer have been appointed to the South County Water & Sewer Authority.

Dan DeVries stated that appointments are made when Trustees indicate they are interested in serving on committees.

ADJOURNMENT:

Motion by Stampler, seconded by Miller, to adjourn the meeting at 8:50 a.m.

Faith C. Akert, Recording Secretary

Jim MacPhee, Chairperson