

City of Beaverton DDA Regular Meeting Minutes

June 10, 2024

Meeting was opened by Renee Lang at 5:15 PM at the Beaverton City Hall

Pledge of Allegiance recited by all present

Roll Call:

Present: Jason Blades, Christine Gerace, Scott Govitz,
Cindy Trumble, Renee Lang, Kurt Grove, and Lou Stornello

Absent: Kelly Wyrembelski and Mayor Ray Nau

City Staff: City Manager Shannon Sirpilla, City Treasurer Jodie Klamer

Approval of Regular Meeting Minutes dated May 13, 2024, Motion by Govitz second by Grove to approve minutes as written. All voting aye, motion carried.

Financial Reports: Motion by Blades, second by Govitz to approve May financial report. All voting aye, motion carried.

Old Business:

- Trailhead Park DNR Improvement Grant: There is an engineering meeting tomorrow. The bids are due June 20th by 2:00 PM at the city hall. Govitz stated that there are a few companies that expressed interest in getting the plans. This was developed in 2019 and the engineer thought the project might come in as much as \$50,000 higher than anticipated given the time lapse and inflation.
- DDA Property Updates: The Fassett property has a for sale sign in the yard. The house was originally purchased for \$35,000 and the city is selling the vacant land for \$25,000. Grants were obtained to remove the blighted structure. Sirpilla is working on a developer agreement that would state it would have to be developed within 2 years. Blades said there was a plan like this for the Beaverton Tavern purchase from the DDA. The group believes that a development agreement should be in place on sold properties. Sirpilla is looking into this.
- Huntington Bank Parking Lot Update: Govitz emailed the Huntington Bank in Chicago regarding the bank parking lot purchase agreement and left several messages. He is waiting to hear back from them how the closing is going to take place.
- Sparks Grant Updates: Sirpilla said the Sparks Grant agreement for the path from Croll Rd. to Dam area has not been executed yet. They are hoping for July or August. They want to make sure all their requirements are met.
- Blight County Grant Projects Update and MDRD Grant: Govitz stated that the Gladwin County Land Bank will be acquiring two properties: 210 Glidden Road (Paula Mogg's home) and

218 Glidden Road (Bob & Nila Frei's home). The Gladwin County Land Bank is talking about demolishing 210 Glidden. They are planning on remodeling the 218 Glidden home. The City of Beaverton DDA storage garage by T & J Auto is also on the list of hopeful projects.

- Northwood Student Marketing Project Update: We will get the update from Matt Lang at the next DDA meeting.

New Business:

- Future thinking conversations related to Housing MSHDA Grants: Renee and Govitz, discussed what a new Director of Downtown and Community Development would do for the City of Beaverton. This subcontractor position would help grow, especially city housing, business, industry and tax base would work on existing grants via administrative funds and new grants. Govitz gave the board members a preliminary job description. There are funds at the federal and state level that are once in a lifetime to take advantage of. Put some metrics on place for the job and allow it to try and pay for itself, with DDA support. Blades discussed the current ordinances and asked when it will be updated. There was also discussion on updating the Blight Ordinances. Discussion about pay range and other like positions. The group was in support of moving forward. Motion by Gerace, second by Blades to continue the process of hiring a new Director of Downtown and Community Development position. There will be a hiring committee of 3-5 people, and this will be a contract non-employee position with a pay range of up to \$60,000 and is in the budget if approved. All voting aye, motion carried.
- Kim Shea of Freeman Nursery had leftover hanging flowers from Nik's Northern Kwik Stop and asked the DDA if they would be interested in purchasing 15 of them for the city pots. These hanging baskets are included in the current budget. A quote was submitted from Freeman Nursery to take over management of the 15-city streetscape large pots lining M-18/Ross Street. Motion by Gerace, second Stornello to approve the proposed estimate from Freeman Nursery for \$75 per season per pot $75 \times 3 = \$225$ per pot for spring/summer, fall, and winter. All voting aye, motion carried.
- 2024-2025 budget and new items included: Govitz stated that the façade improvement, contractor director position, Christmas lights, make a pitch, engineer cost for the Trail Head Project, hay, straw & pumpkins, and flowerpots are included in the 2024-2025 budget. Motion by Blades, second Grove to approve the 2024-2025 budget. All voting aye, motion carried.

Other Communication:

Govitz mentioned the DDA received donations in memory of Esther VanGieson. Klammer will send out a thank you note to her daughter, Linda Hicks on behalf of the DDA. ■

Motion by Blades, second by Grove to adjourn meeting.
All voting aye, meeting adjourned at 6:30 PM

Respectfully submitted,

Jodie Klammer, City of Beaverton