

City of Beaverton DDA Regular Meeting Minutes

July 8, 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: Mayor Ray Nau, Christine Gerace, Scott Govitz, Cindy Trumble, Renee Lang

Absent: Kelly Wyrembelski, Lou Stornello, Kurt Grove

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

Approval of Regular Meeting Minutes dated June 10, 2024, Motion by Mayor Nau, second by Govitz to approve minutes as written. All voting aye, motion carried.

Financial Reports: Motion by Mayor Nau, second by Trumble to approve June financial report. All voting aye, motion carried.

Old Business:

- **Trailhead Park DNR Improvement Grant:** The Engineer provided members with a spreadsheet showing the project budget breakdown. The 2021 Project Budget was \$340,000. An added \$50,000 was included in the 2024/2025 DDA budget as match. The low bidder was \$423,004.00 (signage is included in low bid), plus the site furniture (without signage) \$4,000, engineering cost \$55,900, bringing the total to \$482,904.00. The project is over budget by \$142,904.00 from the 2019 estimate. The members reviewed the items that could be deducted. Motion by Mayor Nau, second by Trumble to deduct item #1 (remove pavers along street for land area, \$18,500), deduct #9 (change HMA parking lot to concrete \$5,500) and deduct #10 (eliminate two bollards \$2,400) totaling \$26,634.00. With alternates #3 (change HMA pathway to concrete), #7 (remove 2 ramps and cross walk at M-18), and #8 (change interior pavers to standard concrete). All ayes, motion carried.
- **DDA Property Updates:** Sirpilla hasn't received any phone calls about the property located on the east side of M-18 to the north of the MyMichigan Medical Building previously called the Fassett home. She will list this property on Zillow.
- **Huntington Bank parking lot update:** Sirpilla said that Huntington Bank needed a Word document of the purchase agreement and hasn't heard anything back.
- **Sparks Grant Update:** Sirpilla said they should have a grant agreement this week. The Sparks Grant program director wants to look at the sight August 1, 2024.

- **Blight County Grant Projects Update and MDRD Grant:** Govitz stated that there is no movement right now on them. We are waiting for the MDRD Grant agreement. The County Treasurer is working with the City of Beaverton to remove the home on Doane Street, rehab homes, and possibly rehab T&J Auto DDA outbuilding as possible projects.
- **Hiring update:** The job description proof was previously emailed to DDA members to review. Lang suggested changing the 30-hour-a-week position to an average of 30 hours per week. This form would go on the City of Beaverton letterhead. Motion by Mayor Nau, second by Gerace to adopt the Director of Downtown & Community Development job description with the addition of adding average 30 hours per week. All aye, motion carried. Lang suggested forming a committee for hiring this position consisting of Govitz, Wyrembelski, Sirpilla, Mayor Nau and Stornello. Sirpilla suggested putting the ad for this position for one week on the city's website & Facebook, Midland Daily New, Gladwin Record, and Michigan Works,

New Business:

- Due to accepting a new position out of town, Vice Chair, Jason Blades asked Govitz to present the DDA with his resignation. Blades has served on the DDA Committee for several years and has brought a wealth of time and expertise to the city. It is with great regret that the city accepts Blades' resignation, but it is also with well-deserved praise that the DDA thanks Blades for all his selfless service and wishes him continued success in all his future adventures. Motion by Mayor Nau, second Govitz to accept with regret Blades' resignation. All aye, motion carried.
- Egle Grant: Govitz discussed the two additional grants. One is for housing rehabilitation for \$½ million towards housing. Robin Smith needs to get her information together for the Shepherd downtown blue block building on Pearson, so it can be included in the grant. There is no match needed from the DDA. The other grant is up to ½ million grant that would go towards the Ross Lake improvements. The grants are due July 15, 2024. Motion by Mayor Nau, second by Gerace to approve submission of the Egle Grant for housing. All ayes, motion carried.

Other Communication:

Motion by Mayor Nau, second by Govitz to adjourn meeting.
All voting aye, meeting adjourned at 6:02 PM

Respectfully submitted,

Jodie Klamer, City of Beaverton