

**MINUTES OF THE DOWNTOWN DEVELOPMENT AUTHORITY MEETING
AND INFORMATIONAL MEETING HELD IN THE DAVID W. HANSELMAN
MUNICIPAL BUILDING ON THURSDAY, MARCH 11, 2021 AT 4:00 PM**

I. Call to Order

The Downtown Development Authority Meeting was called to order by Vice-Chairman Motyka at 4:10 p.m.

II. Pledge of Allegiance

Chairman McCandliss led the pledge of allegiance.

III. Roll Call

The following members were present: Chairman Glenn McCandliss, Mr. Gary Novak, Mr. David Czapski, Ms. Jan Ornsten and Mr. John Motyka. Also present were Councilman Aaron Delitka (Ex-Official), Dennis Champine, City Manager/Clerk & DDA Director, Nancy Barr and Joseph Fresard. A quorum is present.

The following members were absent and excused: Mr. Russell Haney, Ms. Jessica Hite and Mayor Robert Binson.

IV. Adoption of Agenda

MOTION by Ms. Ornsten, to approve adoption of the agenda as presented, supported by Mr. Czapski.

AYES: ALL

MOTION CARRIED

V. Approval of Minutes from February 11, 2021 Meeting

MOTION by Ms. Ornsten, supported by Mr. Novak to approve the minutes from the February 11, 2021 meeting.

AYES: ALL

MOTION CARRIED

VI. Public Comments

a. None

VII. Treasury Report

a. Mr. Champine reported that the DDA fund has a balance of \$304,882.00

MOTION by Mr. Czapski, supported by Mr. Motyka to accept the Treasury Report as presented.

AYES: ALL

MOTIION CARRIED

VIII. Board Actions

- a. CONSIDERATION OF \$10,000.00 FINANCIAL COMMITMENT TO THE CENTER LINE FESTIVAL FOUNDATION – Each year for the past three years, the DDA has committed \$10,000.00 to the Center Line Festival Foundation as part of the sponsorship. Last year, the financial commitment allowed the City of Center Line DDA to have naming rights to the Center Line Independence Festival. This year will be the same. With the financial commitment, the event will be named the Center Line Independence Festival presented by the Center Line Downtown Development Authority.

MOTION by Mr. Motyka, supported by Mr. Czapski to commit \$10,000.00 to the 2021 Center Line Independence Festival to secure the naming rights of that event.

AYES: ALL

MOTIION CARRIED

- b. CONSIDERATION TO ACCEPT QUOTE FOR REPLACEMENT OF THE DWH MUNICIPAL COMPLEX MARQUEE SIGN FOOTING AND AUTHORIZE CHANGE ORDER OF SAME IN THE AMOUNT OF \$3,500.00 – Mr. Champine reported that during the demolition of the existing marquee sign in front of the Municipal Complex, it was determined that the footing that was to be used for the new sign was not compliant with building code. Therefore, Mr. Champine requested that the assigned vendor completing the installation of the new marquee sign provide a quote for the cost of the footing. Mr. Champine indicated that the footing replacement was necessary to meet the standards set by the International Building Code, and have a depth of no less than 42”.

MOTION by Mr. Czapski, supported by Ms. Ornsten to accept the quote provided by Veres Environmental Graphics and Signs for the replacement of the marquee sign footing; and authorize the Director to execute the replacement in the amount not to exceed \$3,500.00

AYES: ALL

MOTIION CARRIED

IX. Old Business

- a. 1696 Signage – Mr. Champine presented a conceptual of the overpass signage. Suggestions were made to the concept.

- b. Update on DWH Municipal Complex marquee sign. Footings are not compliant and must be replaced to meet building code requirements.

XI. New Business

- a. DDA Brochure – Mr. Champine produced a proposed draft brochure. The DDA Board agreed that production of 500 pieces was needed.

XII. Economic Development Update – Joseph Fresard

Mr. Fresard provided Economic Development updates.

XIII. Chairman Comments

Mr. McCandliss indicated his excitement with all the new development occurring in the DDA district.

XI. Board Comments

Mr. Motyka pointed out that a new “Welcome” banner has been placed on each side of his Eastown Printing building. Mr. Czpaski expressed his appreciation of the DDA Director getting him involved in the DDA.

XII. Directors Report

None.

XIII. Adjournment

MOTION by Mr. Motyka, supported by Mr. Ornsten to adjourn the Regular Downtown Development Authority meeting.

AYES: ALL

MOTION CARRIED

Meeting adjourned at 5:10 p.m.

Dennis Champine
DDA Director