WARREN

**DDA OFFICERS**
Mayor James R. Fouts, Chairman
Richard Fox, City Controller, Treasurer

**DDA MEMBERS**
Joseph Vicari, Vice Chair
Dennis Bostick
Gregory Jackson
Nicholas Lavdas
Hank Riberas
Michael Wiegand
Oscar Zamora
Tom Petzold

**A REGULAR MEETING**
**OF THE DOWNTOWN DEVELOPMENT AUTHORITY**
**Wednesday, February 5, 2020, 3:00 p.m.**
**Warren City Hall**
**1st Floor Conference Room**
**One City Square, Warren, MI**

# AGENDA

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **ADOPTION OF AGENDA**

4. **AUDIENCE PARTICIPATION**

5. **APPROVAL OF MINUTES (December 4, 2019)**

6. **OLD BUSINESS**

   **A.** Request for Funding: Police Department Tuck Point Mortar & Brick Repair (Capt. Christian Bonett)

   **B.** Request for Funding: Landscape Plan for Bebee Park by Gibbs Planning Group (Tom Bommarito)

   - Amount Requested: $4,800.00

   **C.** Request for Funding: Ice Rink Furnace Replacement by Johnson Controls (Dino Turcato)

   - Amount Requested: $3,887.31

   **D.** Request for Funding: Removal of Concrete Wall Using VSV of Warren LLC (Tom Bommarito)

   - Amount Not to Exceed: $6,000.00

**E.** Request for Funding: Hire Michigan Fence Outlet to Replace Wall with Decorative Fencing (Tom Bommarito)

- Amount Not to Exceed: $10,000.00

**7. NEW BUSINESS**

**8. APPROVAL OF THE LIST OF BILLS (Attached)**

**9. Next DDA Regular Meeting is Wednesday, March 4, 2020, at 3:00 PM, in the First Floor Conference Room**

**10. ADJOURNMENT**

**DDA, TIFA, CED, CDBG and Brownfield**

# CITY OF WARREN
# DOWNTOWN DEVELOPMENT AUTHORITY
# MINUTES OF THE BOARD

## Meeting held on December 4, 2019

A regular meeting of the City of Warren Downtown Development Authority was called for 3:00 pm on Wednesday, December 4, 2019, in the Warren Conference Room on the 1st floor of The Warren City Hall, One City Square, Warren, Michigan 48093.

Present:
Mayor James R. Fouts, Chairman
Joseph Vicari, Vice Chair (present via conference call, arrived at 3:12 p.m.)
Oscar Zamora
Michael Wiegand (arrived at 3:09 p.m.)
Hank Riberas
Tom Petzold

Absent:
Dennis Bostick
Nicholas Lavdas
Gregory Jackson

Also Present:
Tom Bommarito, DDA/TIFA Director
Tiffany Nawrocki, DDA/TIFA Assistant
Ron Wuerth, Planning Director
Tim Baker, Assistant City Assessor
Tina Gapshes, Environmental Compliance Engineer
Ethan Vinson, City Attorney
Lori Finnigan, Accountant
Janeen Roqowski, Warren Racquetball Fitness/Audience
Patrick Green, Councilman
Laura Artz, Audience

### 1. Call to Order

Mayor James Fouts called the meeting to order at 3:07 p.m.

### 2. Roll Call

MOTION:
A motion was made by Mr. Zamora, supported by Mr. Petzold, to excuse the absent members: Nicholas Lavdas, Gregory Jackson, Dennis Bostick, & Mr. Wiegand.

The motion carried unanimously by voice vote.

**3. Adoption of Agenda**

MOTION:
A motion was made by Mr. Riberas, supported by Mr. Petzold, to adopt the agenda.

The motion carried unanimously by voice vote.

**4. Audience Participation**

None

**5. Approval of Minutes (November 13, 2019)**

MOTION:
A motion was made by Mr. Zamora, supported by Mr. Riberas, to approve the minutes for November 13, 2019.

The motion carried unanimously by voice vote.

**6. Old Business**

**A.** Request for Funding: 2020 MIWARREN Campaign (Tom Bommarito)

Mr. Bommarito informed the board that he would like to continue the MIWARREN Campaign into the 2020 year. He requested that the board approve the renewal of the contract with funding for the campaign not to exceed $250,000.00.

MOTION:
A motion was made by Mr. Riberas, supported by Mr. Wiegand, to approve of funding with the amount not to exceed $250,000.00 for the 2020 MIWARREN Campaign.

ROLL CALL:
The motion carried unanimously as follows:

| | |
|---|---|
| Mr. Riberas | Yes |
| Mr. Wiegand | Yes |
| Mr. Vicari | Yes |
| Mr. Zamora | Yes |
| Mr. Petzold | Yes |
| Mayor Fouts | Yes |

No opposition, the motion passed.

**B.** Request for Extra Funding: Sewer and Street Project (Tina Gapshes/ Jim VanHavermaat)

Mr. Bommarito and Ms. Gapshes explained to the board that these extra costs were generated by:

- Additional sidewalks
- A DTE unmarked high power underground cable along Kennedy Circle causing a re-design and delays
- High/early concrete to open up driveways for residents earlier
- An unmarked storm sewer and water main conflicts
- An unmarked DTE line under the curb along Washington Boulevard causing the contractor to be slowed down because they had to hand dig along this area

Mr. Riberas asked Ms. Gapshes if there was any way to avoid these extra costs and her response was "no". She stated that we cannot leave a road unfinished until spring.

MOTION:
A motion was made by Mr. Riberas, supported by Mr. Zamora, to approve of the change order for extra funding in the amount of $498,828.90.

ROLL CALL:
The motion carried unanimously as follows:

| | |
|---|---|
| Mr. Riberas | Yes |
| Mr. Zamora | Yes |
| Mr. Vicari | Yes |
| Mr. Wiegand | Yes |
| Mr. Petzold | Yes |
| Mayor Fouts | Yes |

No opposition, the motion passed.

**7. New Business**

**A.** Christmas Lights Contest (Mayor Fouts)

Mayor Fouts announced to the board that the city will be holding a "Light Up Your Holiday" Christmas Lights Contest and that their will be a ceremony on the eighteenth of December to award the winners from the following categories: Brightest, Block Themed, Most Creative, Beautification Commission's Choice, and Cultural Commission's Choice. The mayor requested that the board help to spread the word about the contest and if any of them would like to donate something as an award, it would be greatly appreciated. Mr. Vicari stated that he would donate 10, $50.00 gift cards.

The mayor then mentioned that the Christmas Tree Lighting Ceremony is on Saturday, December 7 from 5-8 p.m. and that his office is holding a collection drive

for the family whose house exploded on La Fever, as well as, the Angel Tree Toy Collection, and Food Collection Drive.

Mr. Zamora mentioned that there will be a ceremony called Wreaths Across America on December 14, 2019, at 2:00 p.m. located at the Union Cemetery.

**8. List of Bills**

MOTION:
A motion was made by Mr. Wiegand, supported by Mr. Riberas, to pay the December 4, 2019, List of Bills.

ROLL CALL:
The motion carried unanimously as follows:

| | |
|---|---|
| Mr. Wiegand | Yes |
| Mr. Riberas | Yes |
| Mr. Vicari | Yes |
| Mr. Zamora | Yes |
| Mr. Petzold | Yes |
| Mayor Fouts | Yes |

No opposition, the motion passed.

**9. Next DDA Regular Meeting is Wednesday, January 8, 2020, at 3:00 PM, in the 1st Floor Conference Room**

**10. ADJOURMENT**

MOTION:
A motion was made by Mr. Zamora, supported by Mr. Riberas, to adjourn.

No objections, the meeting adjourned at 3:22 pm.

X

Mayor James R. Fouts
DDA Chairman

X

Thomas Bommarito
DDA Director