

CITY OF WARREN
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF THE BOARD

Meeting held on May 10, 2023

A regular meeting of the City of Warren Downtown Development Authority was called for 3:00 pm on Wednesday, May 10, 2023.

Present:

Mayor James R. Fouts
Joseph Vicari
Oscar Zamora
Michael Wiegand
Nicholas Lavdas

Absent:

Tom Petzold
Gregory Jackson
Hank Riberas

1. Call to Order

Mayor James Fouts called the meeting to order at 3:10 pm.

2. Roll Call

Mayor James Fouts took roll call of present members.

MOTION:

A motion was made by Mr. Lavdas and supported by Mr. Wiegand to excuse the absent members from the meeting.

No opposition, the motion passed

3. Adoption of Agenda

MOTION:

A motion was made by Mr. Lavdas and supported by Mr. Wiegand to adopt the May 10, 2023, agenda.

No opposition, the motion passed

4. Audience Participation

5. Approval of Minutes (April 12, 2023)

MOTION:

A motion was made by Mr. Zamora and supported by Mr. Lavdas to approve the minutes for the April 12, 2023 DDA meeting.

No opposition, the motion passed

6. Old Business

None

7. New Business

A. Upgrade to Metasys Building Automation System – Johnson Controls (Dave Muzzarelli)

Dave Muzzarelli stated that the operating system for the heating and cool system is no longer supported. The licensing needs updates and this price includes the purchase of said license, as well as installation.

MOTION:

A motion was made by Mr. Wiegand and supported by Mr. Lavdas to hire Johnson Controls, Inc to upgrade Metasys Building Automation System in the amount of \$45,828.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

B. City Hall HVAC Rooftop Replacement/Upgrade – Johnson Control (Dave Muzzarelli)

Dave Muzzarelli stated that the current units are not meant for this climate; they require cleaning multiple times a day and are at the end of their life. These new units will be air-cooled and will be installed in place of the old units.

MOTION:

A motion was made by Mr. Vicari and supported by Mr. Lavdas to hire Johnson Controls for City Hall HVAC Rooftop Replacement/Upgrade in the amount of \$933,097.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

C. Request to Purchase: 6020 Chicago Rd (Tom Bommarito)

Tom Bommarito stated that 6020 Chicago Rd was identified as a key building in the Historic District. It then came up for sale and negotiations resulted in an asking price of \$275,000.00. It is about 2 to 3 thousand square feet and the goal would be to fix it up and sell to a business such as a restaurateur or market.

MOTION:

A motion was made by Mr. Lavdas and supported by Mr. Wiegand to purchase the building at 6020 Chicago Rd in the amount of \$275,000 and to issue RFP for architectural services.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

D. Sponge – Carey & Paul (Tom Bommarito)

Tom Bommarito stated that the Carey & Paul Group has a contract with the City to hire bands for various events. Sponge is a national act linked to Detroit and the lead will also be acting as the Master of Ceremonies in the Polish Parade.

MOTION:

A motion was made by Mr. Zamora and supported by Mr. Lavdas to hire Carey & Paul for recruiting national act, Sponge, to perform at the C.O.W. birthday Bash on Saturday, August 26, 2023, in the amount of \$7,000.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

E. Rehabilitation of the former Burnette Library – Meridian Contracting (Tom Bommarito)

Tom Bommarito reiterated that the former library needs to be renovated in order to provide Habitat for Humanity a new home. This requested amount is lower than the bid because the contractor has worked to lower the price where possible and save money.

MOTION:

A motion was made by Mr. Zamora and supported by Mr. Vicari to hire/award bid (ITB-W-0463) to Meridian Contracting for rehabilitation of the former Burnette Library in the amount of \$644,096.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

F. Summer Workshop – Michigan Downtown Association (Tom Bommarito)

MOTION:

A motion was made by Mr. Wiegand and supported by Mr. Lavdas to approve funding for Mr. Bommarito to attend the MDA Summer Workshop with the amount not to exceed \$350.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

G. Update on Courthouse Project (Tom Bommarito)

Tom Bommarito stated that the Courthouse Project will take one of the oldest courthouses in the county and turn it into the newest and best. This courthouse is the busiest in the county and will remain open during construction. The estimated cost is 46 million and construction is estimated to begin late next year.

H. Geotechnical Investigation at 23211 Van Dyke Ave – G2 Consulting Group (Tom Bommarito/ Tina Gapshes)

Tom Bommarito stated the current Habitat for Humanity building that will be traded to the City needs a geotechnical investigation that will include environmental, before it can be torn down.

MOTION:

A motion was made by Mr. Lavdas and supported by Mr. Vicari to hire G2 Consulting Group for Geotechnical Investigation at 23211 Van Dyke Ave (C.O.W. Fire Station 1) in the amount of \$7,050.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

I. Request for Change Order: Hotel Feasibility Study – HVS (Tom Bommarito)

MOTION:

A motion was made by Mr. Zamora and supported by Mr. Wiegand to approve change order and add \$708.07 to HVS PO 2323204 (making final total \$5,704.07).

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

8. List of Bills

MOTION:

A motion was made by Mr. Lavdas and supported by Mr. Zamora to approve the May10, 2023 list of bills.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Vicari	Yes
Mr. Lavdas	Yes
Mr. Zamora	Yes
Mr. Wiegand	Yes
Mayor Fouts	Yes

No opposition, the motion passed

9. Next DDA Regular Meeting is scheduled for Wednesday, June 7, 2023, at 3:00 PM, in the 1st Floor Conference Room.

10. ADJOURMENT

MOTION:

A motion was made by Mr. Lavdas and supported by Mr. Vicari to adjourn.

The April 12, 2023 DDA meeting adjourned at 3:40 pm.

X

Mayor James R. Fouts
DDA Chairman

X

Thomas Bommarito
DDA Director