

CITY OF WARREN
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF THE BOARD

Meeting held on June 7, 2023

A regular meeting of the City of Warren Downtown Development Authority was called for 3:00 pm on Wednesday, June 7, 2023.

Present:

Mayor James R. Fouts
Oscar Zamora
Michael Wiegand
Tom Petzold
Hank Riberes

Absent:

Nicholas Lavdas
Gregory Jackson
Joseph Vicari

1. Call to Order

Mayor James Fouts called the meeting to order at 3:00 pm.

2. Roll Call

Mayor James Fouts took roll call of present members.

MOTION:

A motion was made by Mr. Petzold 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. Riberas and supported by Mr. Zamora to adopt the June 7, 2023, agenda.

No opposition, the motion passed

4. Audience Participation

5. Approval of Minutes (May 10, 2023)

MOTION:

A motion was made by Mr. Zamora and supported by Mr. Riberas to approve the minutes for the May 10, 2023 DDA meeting.

No opposition, the motion passed

6. Old Business

A. De La Salle for Stadium (Tom Bommarito)

Tom Bommarito stated that a new stadium will be able to host professional soccer teams and other major events, becoming an economic driver. The letter of interest from De La Salle represents their interest in being a major tenant of the stadium, hosting their state-championship football team and in doing so, will help fund and run the stadium.

MOTION:

A motion was made by Mr. Zamora and supported by Mr. Riberas to accept the De La Salle LOI, to fund up to \$10 million dollars, and to request DDA Director and Purchasing Director to seat an RFP committee with at least 2 DDA members and 1 Council Member to oversee RFP and Construction process contingent on approval by City Council, and scheduling of a public informational meeting.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mr. Riberas	Yes
Mayor Fouts	Yes

No opposition, the motion passed

B. Horticulture Services & Bromeliad Rotation – Planterra Corporation (Tom Bommarito)

Tom Bommarito stated that this is an annual contract for services around City Hall, and that this will be an extension of that contract.

Dave Muzzarelli stated that the company comes out at least once a week.

MOTION:

A motion was made by Mr. Wiegand and supported by Mr. Riberas to hire Planterra Corporation for Horticulture Services & Bromeliad Rotation from 6/1/2023 to 5/31/2024 in the amount of \$4,161.61.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mr. Riberas	Yes
Mayor Fouts	Yes

No opposition, the motion passed

C. City Hall Parking Garage Repairs – RAM Construction Services of Michigan, Inc (Tina Gapshe and Tom Bommarito)

Tom Bommarito stated that this board hired AEW to do a structural observation with City personnel on the garage, and that this hiring will provide necessary repairs, such as the brick face coming off the façade.

MOTION:

A motion was made by Mr. Wiegand and supported by Mr. Petzold to hire RAM Construction Services of Michigan, Inc for city hall parking garage repairs (AEW PROJECT NO. 0140-0128) in the amount of \$146,805.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mr. Riberas	Yes
Mayor Fouts	Yes

No opposition, the motion passed

D. Presentation: New Fire Stations (Commissioner McAdams and Tom Bommarito)

Commissioner McAdams and the team from Partners in Architecture presented the most recent updates on Fire Stations 1 and 5. Both buildings will have identical layouts and include necessary provisions such as workout space, community space, larger bays, etc. The bonds have been sold and the project will go out to bid. At that point, the board will need to approve the winning bid before they can break ground.

7. New Business

A. Birthday Bash Carnival Agreement (Dino Turcato and Tom Bommarito)

Tom Bommarito stated that this is essentially an annual agreement made with the carnival company and we will receive about 30% of revenue from inflatables and rides.

MOTION:

A motion was made by Mr. Riberas and supported by Mr. Zamora to approve resolution authorizing agreement with Anderson Midways, LLC for the 2023 Birthday Bash Carnival.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mr. Riberas	Yes
Mayor Fouts	Yes

No opposition, the motion passed

B. Lease Agreement (Mary Michaels)

Mary Michaels stated that there is a cell tower between the court and police buildings. A 10 year (with three five-year renewals) lease at \$30,000 per year with a 1.5% annual admin fee has been approved by City Council. The land is DDA property and requires the board's approval as well.

MOTION:

A motion was made by Mr. Zamora and supported by Mr. Wiegand to approve the City-Council approved cell tower lease agreement.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mr. Riberas	Yes
Mayor Fouts	Yes

No opposition, the motion passed

C. Burdi Park Playground (Dino Turcato and Tom Bommarito)

Tom Bommarito stated that a goal of the City is to replace all dilapidated playgrounds in its many parks. This will improve safety, ADA compliance, etc.

MOTION:

A motion was made by Mr. Petzold and supported by Mr. Riberas to hire Great Lakes Recreation Co. for the construction of the Burdi Park Playground (Option #1) in the amount of \$125,000.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mr. Riberas	Yes
Mayor Fouts	Yes

No opposition, the motion passed

8. List of Bills

MOTION:

A motion was made by Mr. Riberas and supported by Mr. Zamora to approve the June 7, 2023 list of bills.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mr. Riberas	Yes
Mayor Fouts	Yes

No opposition, the motion passed

9. Next DDA Regular Meeting is scheduled for Wednesday, July 12, 2023, at 3:00 PM, in the City Hall 1st Floor Conference Room.

10. ADJOURMENT

MOTION:

A motion was made by Mr. Petzold and supported by Mr. Zamora to adjourn.

The June 7, 2023 DDA meeting adjourned at 3:30 pm.

X

Mayor James R. Fouts
DDA Chairman

X

DDA Meeting Minutes Thomas Bommarito
DDA Director