

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

Meeting held on August 16, 2023

A regular meeting of the City of Warren Downtown Development Authority was called for 3:00 pm on Wednesday, August 16, 2023.

Present:

Mayor James R. Fouts
Oscar Zamora
Michael Wiegand
Nicholas Lavdas
Gregory Jackson

Absent:

Tom Petzold
Hank Riberes
Joseph Vicari

1. Call to Order

Mayor James Fouts called the meeting to order at 3:18 pm.

2. Roll Call

Mayor James Fouts took roll call of present members.

MOTION:

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

No opposition, the motion passed

3. Adoption of Agenda

MOTION:

A motion was made by Mr. Jackson and supported by Mr. Lavdas to adopt the August 16, 2023, agenda.

No opposition, the motion passed

4. Audience Participation

5. Approval of Minutes (June 7, 2023)

MOTION:

A motion was made by Mr. Lavdas and supported by Mr. Zamora to approve the minutes for the June 7, 2023 DDA meeting.

No opposition, the motion passed

6. Old Business

A. Request for Change Order to Carey and Paul Group PO#2425416 – Sponge, National Act (Tom Bommarito [pg. 6])

Tom Bommarito informed the board that we are requesting additional funding for the C&P Group management fee which was not factored into the original request for funding.

MOTION:

A motion was made by Mr. Wiegand, supported by Mr. Lavdas, to approve the change order by adding an additional \$1,400.00 to PO#2425416, making the grand total \$8,400.00 for Carey & Paul Group - Sponge, National Act.

ROLL CALL:

The motion carried unanimously as follows:

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

No opposition, the motion passed

7. New Business

A. Entertainment for Warren Birthday Bash – Carey & Paul Group (Tom Bommarito/Dino Turcato [pg. 7])

Tom Bommarito stated that this item is for all the bands/entertainment at the 2023 Birthday Bash. Mr. Jackson then asked why Sponge was separate from this motion since they are both through Carey and Paul. Mr. Bommarito then informed the board that this item had to go through a slightly different approval process than the other Carey and Paul entertainment items.

MOTION:

A motion was made by Mr. Jackson, supported by Mr. Wiegand, to hire Carey & Paul Group to provide entertainment for the 2023 Warren Birthday Bash in the amount of \$14,640.00.

ROLL CALL:

The motion carried unanimously as follows:

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

No opposition, the motion passed

B. Ignited Light and Sound (Dino Turcato/Tom Bommarito [pg. 9])

This is another item for the Birthday Bash. Mr. Bommarito stated that Ignited will provide a sound system, stage, lighting and services including set, labor, and strike for the event on august 23-26, 2023.

MOTION:

A motion was made by Mr. Jackson, supported by Mr. Zamora, to hire Ignited Light and Sound for sound system, stage, roof, lighting and services, including set, labor and strike For “Birthday Bash” Event August 23-26, 2023 in the amount of \$13,500.00.

ROLL CALL:

The motion carried unanimously as follows:

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

No opposition, the motion passed

C. Skate Park - Evergreen Skateparks, LLC (Tom Bommarito/Dino Turcato [pg. 10])

Mr. Bommarito informed the board, the proposal committee unanimously agreed to recommend Evergreen Skateparks, LLC. be awarded a contract to design, engineer, and construct a skate park for the City of Warren in an amount not to exceed \$2,200,000. Mr. Zamora commented that this item is likely to attract younger people to the area, and will hopefully, increase the population size of Warren.

MOTION:

A motion was made by Mr. Zamora, supported by Mr. Lavdas, to award contract (RFP-W-0453) to Evergreen Skateparks, LLC to design, engineer, and construct a skate park for the City of Warren in an amount not to exceed \$2,200,000.00.

ROLL CALL:The motion carried unanimously as follows:

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

No opposition, the motion passed

D. Fireworks for Warren Birthday Bash - Zambelli Fireworks (Tom Bommarito [pg. 56])

This is one of the few companies that GM will allow to shoot of fireworks on their grounds, stated Mr. Bommarito. They have a reputable reputation and the city has hired them in the past for firework displays.

MOTION:

A motion was made by Mr. Jackson, supported by Mr. Lavdas, to hire Zambelli Fireworks to furnish, deliver, launch, and exhibit fireworks for the City of Warren Birthday Bash with the amount not to exceed \$27,000.00.

ROLL CALL:The motion carried unanimously as follows:

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

No opposition, the motion passed

E. Contract with Partners In Architecture (PIA) - Fire Stations (Tom Bommarito [pg. 71])

Mr. Bommarito communicated to the board that the members of the oversight committee for the construction of fire stations one and five unanimously recommended that architectural/engineering services for the construction of the fire stations be awarded to Partners in Architecture, PLC at the design fees and construction administration fees shown on the attached pricing sheets, and that the DDA board authorize the Mayor and City Clerk to execute the standard city contracts that are prepared by the City Attorney's Office .

Audience member, Laura Artz, then tried to interrupt the meeting several time and Mayor Fouts stated that audience participation portion of the meeting has ended. Per the agenda, the meeting continued.

Mr. Jackson then asked if the building would be ADA compliant, to which Michael Malone (Partners in Architecture) responded, "The building is fully ADA compliant" per the current Michigan building code(s) and lifesaving standards.

The Mayor stated that the city put over \$3 million into the budget for ADA; and council decided not to utilize it all, put about \$1 million back. We are pushing and moving towards complete ADA compliance.

MOTION:

A motion was made by Mr. Wiegand, supported by Mr. Lavdas, to approve contract with PIA for construction of fire stations #1 & #5 in an estimated amount of \$1,018,500.00.

ROLL CALL:

The motion carried unanimously as follows:

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

No opposition, the motion passed

F. Construction of Fire Stations 1 & 5 (Commissioner McAdams/ Fire Chief Ferguson [pg. 101])

Mr. Bommarito stated that members of the oversight committee for the construction of fire stations 1 and 5 unanimously recommends that bid ITB-W-0912, for the construction of a new fire stations be awarded to the most responsible bidder, the Brivar Construction Company and to approve execution of the attached contract. We did approve bonding for this project.

Commissioner McAdams informed the board that each station is about 12,700 square feet.

Mr. Treppa informed the board that additional funding that will be taken out of the bonding and used for furniture, fixtures, computers, and infrastructure. We have a standing contract with our contractors to get a better rate.

Mr. Jackson would like to know what the additional costs are for this before it gets done. He then wanted to know if the board would have the opportunity to approve the furniture and fixtures separately. Mr. Bommarito responded yes, that item would have to come back to the board for approval.

Mr. Malone then added that Partners in Architecture recommends budgeting a construction contingency in the amount of \$800,000.

MOTION:

A motion was made by Mr. Jackson, supported by Mr. Wiegand, to approve Brivar Construction Company to construct fire stations 1 & 5 in the estimated amount of \$16,446,478.55.

ROLL CALL:

The motion carried unanimously as follows:

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

No opposition, the motion passed

G. Street Lights on Chicago Rd. (Michael Wiegand/Tom Bommarito)

Mr. Bommarito informed the board how several years ago the Historical Commission put lampposts on the west side of Chicago Rd. They ran out of funding and were unable to add them to the east side of the road. We will be coming back to the board with estimates to request funding for this project.

H. 6020 Chicago Road Phase I Proposal – G2 Consulting Group (Tina Gapshe [pg. 138])

Mr. Bommarito stated that we purchased 6020 Chicago as part of historic preservation. We are ready to close on the building and our legal staff recommended that we do a Phase 1 Environmental Assessment just to be safe. With your approval, we can complete a phase one and move forward with the closing.

MOTION:

A motion was made by Mr. Lavdas, supported by Mr. Wiegand, to approve proposal and select G2 Consulting Group for Phase I Environmental Site Assessment at 6020 Chicago Road in the amount of \$2,500.00.

ROLL CALL:

The motion carried unanimously as follows:

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

No opposition, the motion passed

8. List of Bills

MOTION:

A motion was made by Mr. Zamora, supported by Mr. Lavdas to approve the August 16, 2023 list of bills.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Mr. Lavdas	Yes
Mr. Jackson	Yes
Mr. Wiegand	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. ADJOURNMENT

MOTION:

A motion was made by Mr. Lavdas, supported by Mr. Wiegand, to adjourn.

The August 16, 2023 DDA meeting adjourned at 3:45 pm.

X

Mayor James R. Fouts
DDA Chairman

X

Thomas Bommarito
DDA Director