



**CITY OF ALBION DOWNTOWN DEVELOPMENT AUTHORITY**  
**REGULAR MEETING**  
**WEDNESDAY, OCTOBER 14, 2020**  
**ZOOM WEBINAR**  
**7:30 A.M.**  
**SCOTT EVANS-CHAIRPERSON**

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**AGENDA**

- I. Call To Order (Reminder: turn off cell phones)
- II. Roll Call of the DDA
- III. Approval of Prior Meeting Minutes
  - September 9, 2020 Regular Meeting Minutes
- IV. Correspondence
- V. Order of Business
  - A. Together Safely Program
  - B. DDA, EDC and Chamber Consolidation Update
  - C. Community Events
  - D. Excuse Absent Board Members
- VI. Citizen Comments (Persons addressing the DDA shall limit their comments to no more than 5 minutes. Proper decorum is required.)
- VII. Board Member Comments
- VIII. Adjournment

City of Albion  
 Albion Downtown Development Authority  
 Meeting Minutes – September 9, 2020

I. CALL TO ORDER

Chairperson Scott Evans called the meeting to order at 7:30 a.m.

II. ROLL CALL

X	Bob Anderson	A	Christina Wixson
A	Dave Atchison	X	Nidia Wolf
X	Scott Evans	A	Jim Stuart
A	Marcola Lawler		
X	Mike Tymkew		
X	Emily Verbeke		

Administration: Haley Snyder, Interim City Manager and Jill Domingo, City Clerk

III. Approval of Prior Meeting Minutes

A. August 12, 2020 Regular Meeting Minutes

Motion by M Tymkew, supported by E Verbeke, CARRIED, to approve prior meeting minutes as presented.

**(MOTION carried, voice vote)**

IV. Correspondence- None

V. Order of Business

A. Safer Together Program

Chair S Evans stated Albion College is creating a bubble effect for students and is asking local businesses to join in the effort. Local businesses will commit to COVID-19 testing for its employees every two weeks until November 22<sup>nd</sup>, 2020. The cost is \$65.00 per test. Albion College will be paying for the administrative and transportation costs. The program is designed to help the Albion community and Albion College students and staff.

B Anderson stated the challenge is maintaining a bubble for the students and for them to stay in recognized areas. This program will be held at Washington-Gardner School. The college has done regular testing and has had 8 positive cases. This will help to contain the virus. They are asking the DDA to help with the cost to gain student business

and help keep the community safe. The employee would receive the results but a business would also receive a notice if there is a positive result.

Board Member E Verbeke feels this is costly with the DDA having very limited funds. It would cost a business \$1100.00 that has three employees.

Chair S Evans stated the money would flow through the Albion Community Foundation.

Interim City Manager Snyder stated she would like to seek clarification with City Attorney and see if public funds can be used for this.

Board Member M Tymkew asked if this can be used like a façade grant where businesses would apply for the funding.

Interim City Manager Snyder stated the DDA has a fund balance of \$62,314.76. The expenditures exceed the revenues so there is not a lot of funding for this program.

#### B. DDA, AEDC & Albion Chamber of Commerce Consolidation Update

Board Chair S Evans stated a joint meeting with between the AEDC, DDA, Chamber and Council will be held tonight (Wednesday, September 9<sup>th</sup>) at 6:00 p.m. via Zoom. He encourages all members to attend and each of the Boards are in favor of moving forward with the consolidation.

Interim City Manager Snyder stated Kelli Scott, Treasurer for the Marshall Board will be there to discuss the financials and how the money situation will be handled for the consolidated Board.

Comments were received from N Wolf

#### C. Excuse Absent Board Members

Board Members D Atchison, M Lawler and J Stuart, C Wixson were not excused

#### VI. Citizens Comments (Persons addressing the DDA shall limit their comments to no more than 5 minutes. Proper decorum is required.)

No citizen comments were received.

#### Board Member Comments:

Comments were received by Chair S Evans and N Wolf who asked about absent Board Members. Chair S Evans will send out an email asking if Board Members who have been absent would like to continue to serve on the Board.

The next meeting will be October 14<sup>th</sup>, 2020

#### VII. ADJOURNMENT

Meeting adjourned at 8:05 a.m.

Recorded by Jill Domingo, City Clerk

## Jill Domingo

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**From:** nidia wolf <bosslady47@hotmail.com>  
**Sent:** Friday, September 11, 2020 11:12 AM  
**To:** Scott Evans; Bob Anderson (bobandersondda@gmail.com); Christina Wixson (christina.wixson@yahoo.com); Dave Atchison; Emily Verbeke; Marcola Lawler; jimstuart@yahoo.com  
**Cc:** Haley Snyder; Jill Domingo  
**Subject:** Re: DDA Consideration

Support, and I vote yes, on condition funds will be used in the DDA District. -Nidia Wolf

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**From:** Scott Evans <sevans@homesteadsavings.com>  
**Sent:** Friday, September 11, 2020 9:37 AM  
**To:** Bob Anderson (bobandersondda@gmail.com) <bobandersondda@gmail.com>; nidia wolf <bosslady47@hotmail.com>; Christina Wixson (christina.wixson@yahoo.com) <christina.wixson@yahoo.com>; Mayor Dave Atchison (datchison@cityofalbionmi.gov) <datchison@cityofalbionmi.gov>; Emily Verbeke <emverbeke@gmail.com>; Marcola Lawler <doublevision.center@yahoo.com>; jimstuart@yahoo.com <jimstuart@yahoo.com>  
**Cc:** Haley Snyder <hsnyder@cityofalbionmi.gov>; Jill Domingo <jadomingo@cityofalbionmi.gov>  
**Subject:** DDA Consideration

Good morning!

I want to resume our discussion about the DDA participating in funding the Together Safely program for businesses in the DDA district. At the meeting we had a quorum with 5 voting members. To take this issue up for a vote, 1 member would have to abstain. That is why I am sending this email so all members can vote or abstain. We also didn't get to discuss all of the details. We never touched on amount and other parameters that we could require.

The topic is can/will the DDA provide some funding to support DDA district business cover the cost of Covid-19 testing for a period of time to create a "bubble" to make a safe environment for the business, workers, students and the overall community. The following are points of interest and details:

- Cost of test provided by Albion College \$65.00 (This is the cost of just the test. The College is covering other expenses).
- The business can use this option or elect other options such as the State program (just an example).
- Could the business cover some cost such as a copay of \$25.00 and the funding would cover the rest. This will make the funding last longer.
- The EDC and Chamber have made contributions.
- Other organizations are being approached as well.
- The fund collection, approval and disbursement will be handled by the Albion Community Foundation.
- Albion College will market to students/parents companies that are participating.
- Not all DDA district businesses have drive-thru and delivery options. These businesses will benefit the most from the support.

While I have been a part of the DDA, I have heard "what do we do", "how do you assist/help" and other comments why does the DDA even exist. Lately we have been creative to at least be "seen" in such activities as tree mulch, Superior St. clean-up, etc. Some business owners feel they have been "alone" or "abandoned" during this difficult time. Here is a way we can support them.

Next point, how does the DDA fund this? Even though I can't get a clear picture on what funds we have available, we know it is not much. When I brought this request up on Wednesday, it wasn't so much about the amount but just have the DDA participate. That is the main point here! A recommendation could be \$500.00. This would cover the cost of about 8 tests. Maybe more if the business pays a "copay". As we did with funding other projects, Homestead Savings Bank is willing to make a contribution (up to \$500) to the Albion Community Foundation on behalf of the DDA. This way no funds will be used of the DDA. I want to also make it clear that Homestead Savings Bank is not participating in the program so it will not benefit from it. We don't have students come in the building. They use drive-thru or ATM services. As I discussed this in the community, I have an individual donor that is willing to match any funding by the DDA up to another \$500.00.

During this pandemic, our country, state and city have had to make decisions on how to deal with this crisis. Many industries have had to "adapt" to the new normal. In my 40 year banking career, I never thought I would be making 1% interest rate PPP loans. Believe me this is not a profitable program but it was the right thing to do. This is one example and there are many, many more.

We should have a goal at the DDA, that we will not lose 1 business in the DDA district based on Covid-19.

Is there a motion and support? If yes, please provide your vote. If not, I will accept that decision and we will move forward.

Last, I hope to see many of you at this weekend's community events. I will see you at the Albion Community Unity day on Saturday and Swingin at the Shell on Sunday. Have a great weekend.

Thanks

**Scott E. Evans**

President/CEO

Homestead Savings Bank

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Albion, Mi 49224

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