City Of Albion
Albion Downtown Development Authority
Regular Meeting Minutes – December 13, 2017

I. CALL TO ORDER

Chairperson Mike Tymkew called the meeting to order at 7:55 a.m. The meeting was delayed as we had to wait for a quorum.

II. ROLL CALL

UE	Garrett Brown		X	Don Masternak
X	Joe Domingo		X	Mike Tymkew
A	Alfredia Dysart-Drake		X	Nidia Wolf
X	Scott Evans		A	Jennifer Yawson
UE	Marcola Lawler			
X	Linda LaNoue			

Administration: Sheryl L. Mitchell, City Manager and Jill Domingo, City Clerk, John Tracy, Director of Planning, Building & Code Enforcement, Jim Lenardson, Director of Public Services and Amy Deprez, Albion Economic Development Corporation Director.

III. Approval of Prior Meeting Minutes

A. November 8, 2017 Regular Meeting Minutes

Motion by J Domingo, supported by L LaNoue to approve prior regular meeting as presented.

(MOTION carried, voice vote)

IV. Correspondence-None

V. Order of Business

A. Approval of Albion Action Plan

Amy Deprez, Director Albion Economic Development Corporation gave the following brief update on the Albion Action Plan:

- The Albion Action Plan evolves and compliments other plans such as The Comprehensive Plan, Economic Development Strategic Plan and the Redevelopment Ready Community.
- There has been 22 million dollars spent in investments in the last two (2) years and 30 million in the past five (5) years.
- The Albion Action Plan will be a collaborative plan with many Boards and organizations.
- The Albion Reinvestment Corporation is a non-profit charity organization.
- A brief breakdown of the Albion Action Plan is as follows:

- Increase density and attain critical mass in the downtown
    - Big Albion Plan-redevelopment of at least 10 mixed-use downtown buildings
    - Destination through enhancement of infrastructure and place-making
    - Business Contest Strategy-"ARC Tank"
- Revitalization of Connecting Neighborhoods
    - Long-term vision for Stoffer Plaza and riverfront
    - Comprehensive Development Strategy for Harrington and connecting neighborhoods
- Enhancing the Appeals of Gateways and Corridors
    - Gateway appeal and streetscape improvements
- Social Plan & Strategy
    - Community branding and outreach study

Board Questions & Comments were as follows:

- Is it a conflict of interest to be the EDC & ARC Director
    - *There is a signed cooperative agreement between the Albion Economic Development Board and the Albion Reinvestment Corporation Board.*
    - Would like to have additional information of specifics of the Downtown Plan
    - Concern with lack of property taxes for the Downtown with nonprofits owning so much of the property.
- Why were no other representatives from ARC at today's meeting?
    - *Additional representatives will be available at the Council Study Session which will be held on Thursday, December 14th, 2017 at 7:00 p.m. and also to make a pitch to the community regarding the plan.*
- Has the plan been presented to the public?
    - *The Plan has only been presented to the Council and various Boards for approval before going public.*
- How involved will the DDA be in this plan?
    - *Everyone will play a part in the overall plan.*
- *The AEDC and ARC are asking for support for the plan*.
- Will any of the downtown buildings involved in this plan be paying taxes?
    - *If the end use of the building is for commercial use, they will be paying business taxes but not property taxes.*
- *There are currently three (3) buildings in the 400 block of Superior Street that are nonprofit and paying property taxes.*
- Will the property for the Brewery be paying property taxes?
    - *Yes as they are a for profit business*.
- *The overall goal is once the downtown has been revitalized and stabilized the Albion Reinvestment Corporation will transition buildings to private ownership and then dissolve the nonprofit*. This may be ten (10) to fifteen (15) years down the road.
- *Fundraising will need to start by the end of the year for the $250,000 to be raised to start the plan. These monies will include government grants and private donations. There will be Brownfield capture but Brownfield funds will not be used to start the plan.*

Comments were received from Board Members J Domingo, D Masternak, N Wolf, M Tymkew and S Evans, City Manager Mitchell and Al Smith.

S Evans moved, supported by L LaNoue, to Support the Overall Concept of the Albion Action Plan as presented.

(Motion Carried (4-2, rcv) (Domingo and Wolf dissenting).

B. Discussion-Contracting for Snow Removal of the Downtown

City Manager Mitchell stated it is up to the property owners to remove snow in the downtown area. We have many vacant buildings and also those owned by the Calhoun County Land Bank.

Director of Public Services Lenardson stated the Department of Public Services is willing to work with downtown business owners but also needs to be mindful of budgetary constraints. The City would be willing to make a path and remove the snow down the sidewalk and the remaining would be left up to the business owners to remove. Also local business owners are burying the new bike racks that were recently installed.

Board Member Masternak on behalf of Albion College stated he would be willing to work with the City on some of the downtown snow removal.

Questions/Comments from the DDA Board were as follows:

- If we were to contract with either the City or an outside contractor, what would the boundaries be as the DDA District extends beyond the Downtown?
- The responsibility and cost should fall on the business owner and if the Land Bank owns property, they should be required to be responsible for removal as they are with maintaining vacant properties.
- Is there an interest in private contracting or contracting with the City for removal of snow downtown?
- What costs would be associated and would those funds be paid out of the DDA account?

Comments were received from Board Members D Masternak, N Wolf, J Domingo and M Tymkew and John Tracy, Director Planning, Building and Code Enforcement.

C. Excuse Absent Board Members

Motion by D Masternak, supported by S Evans to excuse Board Members A. Dysart-Drake and J Yawson.

(MOTION carried, voice vote)

Board Members G Brown and M Lawler were not excused as no official notice was given to the Board for their absence.

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

No citizen's comments were received.

Board comments were as follows:

Board Member Wolf asked what was being done on Erie Street near the bridge.

City Manager Mitchell stated AT & T is updating fiber optic network.

Additional comments were received from Board Members M. Tymkew and J Domingo.

Comments were received from Board Members S Evans, N Wolf, J Domingo, M Tymkew and D Masternak, City Manager Mitchell, Al Smith and John Tracy, Director of Planning, Zoning & Code Enforcement regarding the Albion Action Plan.

Chair Tymkew asked for election of officers and downtown snow removal be added to the January 10, 2017 DDA meeting.

VII. ADJOURNMENT

Motion by J Domingo, supported by S Evans to adjourn the meeting of the DDA.

(MOTION CARRIED, voice vote).

Meeting adjourned the meeting at 8:50 a.m.

Recorded by Jill Domingo