

DOWNTOWN DEVELOPMENT AUTHORITY
Meeting of the DDA Board of Directors
April 28, 2023

The April meeting of the DDA Board was called to order at 8:01 am.

ROLL CALL

Present: *DJ Boyd, Margene Buckhave, David Cole, Aaron Cozart, Steven Huprich, Mike Jaafar, Jim Long, Ryan McKindles, Greg Presley, Shawn Riley*

Absent: *Mayor Brian Turnbull*

Also Present: *Lori Ward/DDA Executive Director, Jeri Johnson/DDA Marketing & Communications Director, Jessica Howlin/DDA Marketing & Administrative Assistant, George Lahanas/City Manager, John Iacoangeli/Beckett & Raeder, Barbara Morowski-Browne/City Council, Marilyn Price/City Council, Dave Gutman, Jim Nield, Fred Shiell, Susan Haifleigh, Mary Elwart-Keys*

AUDIENCE COMMENTS

None.

APPROVAL OF AGENDA AND CONSENT AGENDA

Riley noted on the minutes from last month, that Steven Huprich left the meeting early and was not present to vote. **Motion by Cole, seconded by Buckhave,** to approve the agenda and consent agenda. **Motion carried.**

TIF AND DEVELOPMENT PLAN

Ward introduced John Iacoangeli from Beckett & Raeder to walk through the TIF and Development Plan and recommendations. Iacoangeli said there is a draft of the TIF and Development Plan in the board packet. It is being amended and restated to include quadrant 4 in the DDA boundaries. This includes the upcoming Downs development. The EDC at their last meeting prioritized proposed projects stated in the plan and Ward met with the Citizens District Council (CDC) yesterday evening.

Iacoangeli said there are two pages of projects and probable cost estimates included in the plan. The table on page 36 of the packet outlines the TIF financing and shows anticipated captured values in each of the four districts that comprise the DDA. District 1 is the core downtown and contributes approximately 50% of capture. District 2 is south quad; district 3 is Mill Race and those two combined contribute about 4%. District 4 is the Downs development and will contribute about 38% in revenue once the build out is complete. Overall, over the 25-year period, the estimated DDA revenues could be close to \$38 million. DDA tax revenues in the initial years of the Downs project will be diverted to a PA 210, and after roughly 14 years the DDA will capture all tax revenues on the project.

Iacoangeli stated that when a DDA expands boundaries, City Council will hold a public hearing on the boundary expansion. There is then a 60-day waiting period when the DDA informs all taxing authorities of the expansion. The taxing authorities, which includes Wayne County, Huron Clinton Metroparks Authority, Wayne County Parks and Schoolcraft College, will have the option of opting out of the expansion. These taxing jurisdictions cannot opt out of the current DDA boundaries, only the proposed expansion. Iacoangeli said next steps include the DDA passing a resolution asking City Council to establish a public hearing. City Council then is the body that adopts the plan. DDA is asking Council to consider two resolutions – one is the plan and the other is the boundary expansion. There will be two public hearings; and Council cannot approve the development plan until after the boundary plan is approved. The final plan and boundary expansion will not be completed until the beginning of August.

Ward said the CDC met last night regarding the updated development plan and boundary expansion. Six of the nine CDC members attended the meeting; Margene and Bob Buckhave, Eleni Lionas, Mauricio Perez, Michele Fecht and Andrew Daily. The group discussed extending the plan from 2040 to 2049, which allows for future bonding capabilities. Projects were also discussed, including dumpster enclosures and treatment, a historic marker program and addressing future downtown parking needs. Ward said the final piece that was discussed was the boundary expansion. The CDC approved recommending the expansion of the Beal Street area to clean up the south border, adding the River Park, and are also recommending amending the boundary to include Foundry Flask and Tipping Point Theatre.

Presley asked how Foundry Flask and Tipping Point are being added to the boundary expansion consideration. Ward said the CDC recommended this area as it could add a lot of value to DDA revenues. Lahanas said growth is important in a downtown area and one item to consider is if the DDA is going to expand and collect more revenue, some funds may need to come back to the City to help pay for, not only infrastructure, but also public safety. Huprich asked why Foundry Flask has not been in the DDA before. Ward said there was an interest in the area to keep revenues in the City.

Boyd said the DDA should not consider moving boundaries more than quad 4 for the Downs. McKindles asked if there's been any outreach to the taxing jurisdictions and can they only opt out of the expansion. Iacoangeli said the taxing jurisdictions can only opt out of the new boundary, not the existing DDA boundaries. Ward said the expansion really only includes a small portion to clean up the boundaries and the Riverwalk will not change any revenues. Lahanas said the base is not currently high but the new developments will create significant revenue.

An audience comment was made from Susan Haifleigh wanting to clarify that the map in the board packet shows the car wash and Tipping Point already in the DDA. Ward and Iacoangeli clarified that the map is incorrect, the properties facing Cady are not in the DDA and the ones facing Main Street are in the DDA. Jaafar said he likes the idea of getting the pulse of the community and does not feel comfortable voting with the limited information available. Boyd said he only wants to consider the expansion to areas included in the board packet, not the additions recommended by the CDC.

Presley requested to abstain from voting as he is part of the design team for the Downs project. **Motion carries.**

Motion by McKindles, seconded by Huprich, to adopt the resolution of the board of the DDA approving the expansion of the DDA boundaries. **Roll call vote: Yes: Boyd, Buckhave, Cozart, Huprich, McKindles, Riley, Cole. No: Jaafar, Long. Absent: Turnbull. Abstain: Presley. Motion carried.**

Motion by McKindles, seconded by Boyd to adopt the resolution of the board of the DDA approving the Amended and Restated Development Plan and Tax Increment Financing Plan. **Roll call vote: Yes: Boyd, Buckhave, Cozart, Huprich, McKindles, Riley, Cole. No: Jaafar, Long. Absent: Turnbull. Abstain: Presley. Motion carried.**

REPAIR OF CADY STREET PARKING DECK ELEVATOR

Ward said last fall, the elevator in the Cady Street parking deck stopped working. Otis Elevators came out to service the issue and determined that the elevator is currently temporarily operational but the lower level hoistway sill needs to be replaced. The repair cost is \$10,167.10. The DDA budgets \$25,000 annually for capital projects such as this one, with unused funds being returned to fund balance at the end of the year. Long asked whether additional quotes were obtained. Ward said DPW obtained additional quotes.

Motion by Boyd, seconded by Huprich, to authorize use of DDA funds to contract with Otis to repair the Cady Street parking deck elevator as is presented. **Motion carried.**

PEDESTRIAN PLAN UPDATES

Lahanas said that the City has engaged OHM to assist in recommending bollards that are crash rated and easily removable. Estimates were received for both a drop in bollard and a key bollard that utilizes pneumatics to drop it in. The drop in bollard is a very heavy 6-ft pole that goes into the ground and is not affected by weather. The pneumatic bollards with key provide quick access and will require regular maintenance. Lahanas said there will be 32 total, or 8 at each intersection, and be a combination of drop-in and pneumatic bollards. Pricing is expected within the next month. The preliminary estimate was between \$200,000 - \$250,000. The goal is to have the bollards installed by the end of summer.

Long asked if the intersection at Main/Center will still have the curved design as shown in the Grissim Metz plan. Lahanas said the bollards will not be curved, so the streets will be able to close and open independently of one another. Riley asked if the bollards are sufficient to close streets. Lahanas said the bollards will not be sufficient to alert that the streets are closed and there will likely be some signage indicating the closures. Ward said OHM is working on finding an aesthetically appealing option to replace the street closure signs.

Ward said that since the closures are now seasonal, the DDA needs to work with GMA to address electrical engineering issues and incorporate some of F & V's recommendations into the design. A good working plan will be essential to use for grant submissions and other funding sources, and staff recommends the board move forward with obtaining a proposal from

GMA. GMA would be able to start designing structures and the DDA would have until May 1, 2024 to have structures designed, manufactured and installed.

Long asked what happens to structures now that closures are seasonal. Ward said the structures will only be there when streets are closed, and permitted to the parking spaces only. Long said whatever GMA plans will not be implemented until next year and the DDA is acting prematurely to ask for something now. Long said that the closure on Center Street is causing hardships for his business at 180 East Main Street. McKindles asked what happened at City Council on April 3rd and how much funding is at risk. Lahanas said Council took action to decertify the streets for a seasonal closing and opening of the streets. The actual closures create a risk of losing \$7,200 in road funding, but if the streets are downgraded to local instead of regional this could cost an additional \$52,000.

Boyd said he is uncomfortable having GMA work through the proposal process without knowing where the funding is going to come from. The bollard project will impair DDA reserves and Boyd does not want to use fund balance for more than the bollard project. Lahanas said the issue is that this is the last season businesses are able to use the current structures and the DDA/City needs to offer guidance for what is approved going forward. Ward said the next planning phase is to determine a plan for the structures. Huprich said he is uncomfortable voting today on this topic before the traffic study is completed. Cozart said GMA definitely would have some work to pivot their designs from a permanent to a seasonal closure.

Haifleigh said coordination is happening on the mobility and traffic studies. The big caveat will be what will be recommended by the professionals when streets are open and how does that affect where merchants are currently using space. Using paint to make lane widths slightly smaller and calming traffic would be incremental. Haifleigh encourages the DDA to have GMA tweak the current plan as now is the time to start planning. Ward said the DDA is really requesting GMA modify the current design plans to go from permanent to seasonal closure. Boyd requested that the Organizational Committee meet to review the budget and find ways to cover costs of the next phase. Cozart said the EDC and Organizational Committee can work parallel with finding funding and working with GMA on scope of work.

Ward referenced attachment 7.b in the board packet, which is a letter that was sent out to the merchants from the DDA and City. The letter references the update from permanent to seasonal street closures and various conditions that merchants need to meet in order for outdoor permits to be issued. The DDA/City is requesting merchants remove debris, dead vegetation, power washing and decluttering/removal of unnecessary material.

COMMITTEE INFORMATION AND UPDATES

- a. *Design Committee:* Ward stated that Attachment 8.a in the board packet outlines projects the DDA has been working on in addition to the Downs and street closures. These include updating and increasing signage in The Twist social district, signage at the DDA door, tree replacements and building inventory downtown.
- b. *Marketing Committee:* Riley said the committee is continuing to meet and the newest ad and event cards are included in the board packet.
- c. *Parking Committee:* No report.

- d. *Organizational Committee*: Boyd will be scheduling a meeting with the committee to discuss funding for upcoming projects.
- e. *Economic Development Committee*: Cozart said the committee has been meeting and is currently discussing the boundary expansion.

BOARD COMMUNICATION

Ward said the next River Restoration Task Force meeting is this Thursday, April 27th at 6:30 pm. The meeting will be on Zoom. Gutman said that the task force is reviewing the conceptual plan for the river park and will be taking input from the public on the planning documents. Boyd said the next board meeting is May 23rd, not May 25th, as is indicated on the agenda.

Motion by McKindles, seconded by Cozart to adjourn the DDA Board meeting. **Motion carried. Meeting adjourned at 9:52 am.**

Respectfully submitted,
Jessica Howlin, Marketing & Administrative Assistant
Northville DDA