



## MINUTES

**Central Business District Development Authority (CBDDA) Meeting**  
**Thursday, May 11, 2017**  
**7:30 a.m. Village Hall - E.O.C. Room**

**I. Call to Order**

Chairman **Draeger** called the meeting to order at 7:30 a.m.

**II. Roll Call:**

Present: Draeger (Chair), Heins (Vice-Chair), Blake, Dean, Dull, Nauta and Willison.

Staff Present: Chris Burns (Village Manager) & Maryann Fonkert (Deputy Clerk)

Absent: Hanks & Moore

**III. Approval of Minutes (3/9/17)**

Motion by **Heins**, second from **Dean**, to approve the Minutes of the March 9, 2017 regular meeting. All in favor, motion carried.

Yes: 7                      No: 0

**IV. Approval of the Agenda:**

Motion by **Nauta**, second from **Heins**, to approve the Agenda as presented. All in favor, motion carried.

Yes: 7                      No: 0

**V. Financial Reports: Burns** reported that everything was looking good in the budget so far, and if there were any questions she would get Marv to answer them.

**VI. Business:**

A. Façade Grant – Field’s Fabrics – **Burns** explained that this was the third Façade Grant request from Field’s, having already received a grant for their north elevation and one for their south elevation, so for this reason she recommended the Board deny this request. The **Board** discussed this request and felt that this would be considered delayed maintenance and that was not the intent of Façade Grants.

Motion by **Nauta**, second by **Dull**, to approve a Façade Grant request for Field's Fabrics. The **Board** voted unanimously to deny the Façade Grant request from Field's Fabrics.

Yes: 0                      No: 7

- B. Façade Grant – Tri Cities Auto – **Burns** explained that she would have to recommend that this request be denied also because it was for new construction and the request came in after-the-fact. **Burns** said new construction did not meet the intent of a Façade Grant. **Draeger** said that if they were to approve this request they would then be looking at Best Financial or any other new construction in the DDA.

Motion by **Nauta**, second by **Heins** to approve a Façade Grant request for Tri City Auto. The **Board** voted unanimously to deny the Façade Grant request from Tri City Auto.

Yes: 0                      No: 6                      Abstain: 1 (Willison)

- C. 5-Year Capital Improvement Plan – **Burns** explained that the Capital Improvement Plan was not just DDA expenditures and, according to the Zoning and Enabling Act, this had to be presented to the Planning Commission for approval prior to Council adoption, so at the April 24<sup>th</sup> meeting the Planning Commission approved the Plan. **Burns** said that the Capital Plan included everything from equipment, to projects, to capital, some within the DDA and some not. **Burns** went over the expenditures in the different departments with the Board.
- D. 2017/2018 Proposed Budget – **Burns** explained that the budget was a moving target and could be amended throughout the year as the Board saw fit. The **Board** discussed the old Township Hall property and a joint meeting with Council and the Planning Commission to discuss the vision for the upcoming revision of the Master Plan and Zoning Ordinance

Motion by **Nauta**, second by **Heins**, to approve the 2017/2018 Proposed Budget. All in favor, motion carried.

Yes: 7                      No: 0

- E. Miscellaneous – **Burns** updated the Board on the progress of Best Financial Credit Union, Mill Point Senior Housing and Pugsley's Restaurant. **Burns** also shared that Dr. Weiss had a huge remodeling job and was interested in a façade grant and so was a tenant of the Peel's on Liberty Street called Barefoot Wedding. **Burns** said she hoped the new owner of Top Butcher would also apply for a façade grant. The **Board** discussed parking in the downtown and signage technology and the revision of the Zoning Ordinance and Master Plan.

**Blake** asked if there was anything new on the old Township Hall property. **Burns** said that Planning Commission, Council and DDA were not on the same page for this project so it would remain a gravel parking lot until a plan can be agreed upon.

**VII. Next Meeting:** Thursday, June 8, 2017. **Burns** shared that she would be moving her daughter to Baltimore at that time but if they would like to meet she would get an agenda together. **Draeger** suggested they make that decision at the end of May in case something came up that needed attention.

**VIII. Adjournment:** There being no further business the meeting was adjourned at 8:28 a.m.

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Louis Draeger, Chairperson

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Maryann Fonkert, Deputy Clerk