

**STOCKBRIDGE DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING
WEDNESDAY MARCH 23, 2011 AT 7:00P.M.
VILLAGE OFFICE 134 EAST MAIN STREET**

CALL TO ORDER 7:05 PM

- **Roll Call Present:** Annabell Howard, Dan Wilson, Ken Ransom, Mark Shepherd, C.G. Lantis, Janet Long, as well as John Gormley the attorney, and other concerned citizens.
- **Absent:** Tom Lovachis, Tina Dowis.
- **Pledge of Allegiance**
- **Approval of Agenda: motion** Shepherd, **second** Wilson. Motion carried unanimously.
- **Approval of Minutes Regular Board Meeting Wednesday, February 16, 2011: Motion** Lantis, **second** Wilson. Motion carried unanimously.

FINANCIAL/TREASURER'S REPORT

- **Invoices Submitted: Motion** Lantis to pay bills in the amount of \$32,619.55 **second** Wilson. Motion carried unanimously.
- **Treasurer's Report:** Dan Wilson submitted Treasurer's Report. The incubator and loan programs were discussed, HUD renovation program was discussed, tap fees discussed.

COMMITTEE REPORTS: NONE

PUBLIC COMMENT

- **Sarah Brunette** discussed the DDA's decision that she did not meet the qualifications for the Incubator Program. She outlined her business plan, and asked how to appeal the Board's decision. Howard stated that the decision was made after consulting the DDA Attorney Gormley. Howard deferred to Gormley who explained the decision. The Board agreed to take the appeal under advisement.

COMMUNICATION

- **Howard** related that a letter to the Village Council has been written and submitted to Don Byrd regarding the hiring of Monica English by the DDA.
- **Howard** related that letters had been sent to Mid Michigan Rubbish and hand delivered to businesses adjacent to the Wood Street parking lot regarding the DDA no longer paying for trash removal.

NEW BUSINESS

- **APEALS PROCESS FOR PROGRAMS** – **Gormley** stated that appeals could be made using Roberts Rules of Order.
- **REQUEST TO ADD CHAIR AS SIGNER TO CHECKING ACCOUNT** – C.G. Lantis and Mark Shepherd are currently signers, but not always available. **Motion Wilson** to add Annabell Howard as a signer to the checking account **second** Ransom. Motion carried unanimously.
- **DILLINGHAM RESPONSE** -**Howard** related communication from Fred Dillingham regarding working for the DDA. Dillingham stated that at this time, he is fully involved

with the business in Fowlerville that was destroyed by fire; therefore he has not had time to put together a proposal, but is very interested in working with the Stockbridge DDA. He would like to speak more on the subject when he has time.

- **CORRESPONDENCE BOXES FOR DDA MEMBERS** – **Howard** notified members that there are correspondence boxes located in the Village office for their use.
- **REQUEST FOR COMMUNITY SERVICE WORKERS FOR VARIOUS MAINTENANCE PROJECTS** – **Howard** stated that there had been communication between Da Neese Wells, head of the Probation Department for Ingham County Courts, and that the Probation Department would be pleased to partner with Stockbridge Downtown Development Authority as a provider of Community Service hours, and that the Village would be added to the list of providers. **Howard** stated that the use of Community Service workers would save the DDA and the Village money. **Byrd** stated that he had spoke with Bruce Brown, Stockbridge Superintendent of Schools about young people that may be available for various projects, who may be looking for summer employment. **Dan Wilson** stated that he had volunteered to mow the grass in the park, except for the time he is gone on vacation. **Gormley** stated that he would buy the gasoline.

OLD BUSINESS

- **STATUS OF MINIX PARKING LOT** – **Byrd** stated that the Blossoms had agreed to a deal on the parking lot.
- **CROCKETT AND BLOSSOM EASEMENTS** – **Byrd** stated that all easements were ready. **Gormley** stated that there was a lein on Crockett, but that was in the process of being taken care of. **Byrd** stated that the job was scheduled to begin on May 1, 2011. Blossoms had asked that instead of bushes on the island in the parking lot, could there be an American Flag, which would always be lit. **Lantis** suggested that mailboxes be put there as well. **Shepherd** questioned the type of cement that was in the bid, stating the project was a lot of money and that the best quality should be used to insure longevity and durability. An agreement to pay the real property taxes was discussed. **Motion Lantis** to pay the real property taxes on the North lots of Post Office and Alleyway prorated from the date easements are signed **second** **Shepherd**. Motion carried unanimously.

PUBLIC COMMENT – none

SDDA Attorney – none

ADJOURNMENT – 8:35 pm

Respectfully submitted by: Monica English