

Downtown Development Authority
Meeting of the DDA Board of Directors
February 1, 2024

The February 1, 2024 meeting of the DDA Board of Directors was called to order at 8:04 am.

ROLL CALL

Present: Amy Bonser, Margene Buckhave, David Cole, Jim Long, Ryan McKindles, Robert Miller, Shawn Riley, Mayor Brian Turnbull

Absent: DJ Boyd, Aaron Cozart, Mike Jaafar

Also Present: Lori Ward, Stacy Pearson, Councilmember Barbara Moroski-Browne, Bob Buckhave, Mary Keyes

APPROVAL OF AGENDA AND CONSENT AGENDA

Ward stated that Boyd would not be attending the Board meeting and that the discussion of DDA Financing would be put off until the February 27th meeting.

Motion by Turnbull, seconded by McKindles to approve agenda and consent agenda. **Motion carried unanimously.**

ELECTION OF OFFICERS

Ward discussed the election of officers and walked through background, timeline for elections, and service requirements. Ward sent out a reminder to the DDA Board in advance of the Board meeting to remind them that elections take place at the first DDA Board meeting of the year. Ward noted that nominations can still be offered for the positions. A slate of officers was presented to the Board which included Riley as Chair, Boyd as Vice Chair, McKindles as Treasurer and Pearson as Secretary. There were no additional nominations provided.

Motion by Cole, second by Buckhave to approve the slate of officers as presented. **Motion carried unanimously.**

CONTRACT FOR SUMMER CONCERT SERIES

Ward discussed the history of live music in downtown Northville. Since Covid the concert series have taken several different forms, including most recently providing acoustic concerts on Friday nights on Center Street and Big Bands on Saturday nights in Town Square twice a month and twice a month acoustic music on Main Street. The total for the 34 concerts last year was \$32,800. The DDA took over the summer concerts from the Chamber of Commerce in 2020.

For this upcoming summer concert series JAG entertainment has presented a proposal for 17 Saturday big band concerts in Town Square. James Geitzen of JAG recommended that the DDA hold the big band concerts on Saturday night when competition for attendees is less. The JAG proposal included big band concerts on Saturdays in Town Square, foregoing Friday night concerts until additional sponsorships can be found to program the additional Center Street location. The Board discussed the options of providing big stage bands and acoustic music on both streets or presenting big stage bands on Main Street only.

Ward noted that downtown business owners have been hosting live music more frequently these past few years which makes it possible for the DDA to stretch its music budget. Research is being done on developing an entertainment license for downtown businesses that would formalize the presentation of music. Buckhave and Bonser raised concerns over leaving Center Street out of the concert series. Ward noted that if funding can be developed reinstating the Friday concerts and Center Street activation would be revisited.

Motion by McKindles, second by Cole to approve big band Saturday night concert proposal in Town Square as proposed by JAG entertainment in the amount of \$32,800. **Cole, Long, McKindles, Miller, Riley and Turnbull voted in support of the motion and Buckhave and Bonser voting against the motion. The motion carried 6-2.**

Ward stated that the DDA would continue to seek sponsorships to fund additional acoustic concerts on Center Street. Ward noted that there were many residents who like the background music that acoustic concerts provide. Turnbull stated that the Chamber will be meeting soon to discuss how they can contribute to the summer concerts as well.

PURCHASE OF REPLACEMENT STREET LIGHTS

Ward went over the request to purchase five additional Spring City light poles as proposed in to update and replace street lights that have been damaged by drivers or are needing maintenance. Insurance claims will be covering four of the current lights needing replacement.

Cole inquired when the light conversion would take place. Ward indicated that she met recently with DPW to discuss a spring installation schedule that would include E. Main Street from Hutton to Griswold and Church and Hutton Streets between Main and Cady Streets.

Motion by Long, second by Turnbull, to approve the purchase of five Spring City light posts within the DDA boundary from Spring City in the amount of \$22,500. **Motion carried unanimously.**

BOARD DISCUSSION ON DDA FINANCES

This portion of the meeting was postponed until the February 2024 meeting to allow Boyd to lead the discussion of financing.

INFORMATION and UPDATES

Design Committee – Miller discussed cross walk restriping in the spring, working with the postal service to update post boxes throughout town that need cleaning and updates, updates around the clock tower street, bike rack installations, and potential future restructuring of the elements in Town Square. Additional discussion was had on the options for update to the planter that runs alongside the building on the west side of Town Square, maintenance to the bandshell, and fire pit updates. Miller concluded by sharing that the Façade Grant program may be revisited along with improvements to the recycling program.

Buckhave requested that the area behind Stamp Peddler be addressed for walkway striping to improve safety.

Marketing Committee – Ward noted that overall engagement is being assessed and improvements in the process of communication are being implemented.

Parking Committee – Maciag announced that the Police Department has narrowed the search down to two companies for potential parking app purchase, and the proposal should be presented to council shortly.

Economic Development Committee – Ward mentioned that outdoor dining and entertainment licenses are being finalized and should be presented to City Council in February.

Long brought up the discussion of security cameras in Town Square, specially noting that there may be an issue of vandalism to the Marquis Theater lights. Maciag said he would look into it.

Turnbull noted that packets are going digital and one hard copy will be available in City Hall if someone wants to come in and make a copy. Turnbull also announced Greg Presley will receive the Volunteer of the Year award at the upcoming Chamber of Commerce Community Awards banquet. In addition, he noted that the upcoming bicentennial committee will be forming soon.

Ward extended a warm thanks to Robert Miller for his work on the beautiful new office designs for the DDA and invited everyone to visit and check them out.

ADJOURNMENT

Motion by Turnbull, seconded by Cole to adjourn the DDA Board meeting. **Motion carried. Meeting adjourned at 9:28 am.**

Respectfully submitted,
Stacy Pearson, Assistant DDA Director
Northville DDA