

*City of St. Louis Downtown Development Authority*

**Minutes of Regular Meeting: January 25, 2007**

Present: Lewis, Moore, Vibber, Kubin, Browne and also Hansen

Absent/Excused: Bouchey, Zoppa, Readman, Near, Hoyt, Hornus, McConkie, Morrow

Meeting attendance did not constitute a quorum.

Attendees reviewed financial reports for November and December, 2006.

Hansen presented financial summary for Façade Program to date (attached) and will draft letter to be voted on by DDA Board requesting City Council to allot \$10,000 to repeat the program in the 2007-08 FY.

SLEDCO sign is still inaccessible to Electric Department bucket trucks because of snow. Project will move forward as soon as weather permits.

Group discussed possible decorative additions to Victorian light poles on North Mill Street. Hansen will get prices for flower baskets with artificial flowers. Browne mentioned that Mt. Pleasant has nice ones on Pickard Street. With five poles per block, per side, probably having baskets on three per side would be enough. Moore mentioned that perhaps there could be banners near the south end of North Mill as a welcome to downtown and group also asked City to consider doing something special at North Mill Street and Main Street bridges to be seen as entryways from the North. Kubin will encourage City to continue to add one block of Victorian poles per year on M-46. Mentioned also the need to take the current banners down for the winter as well as the flags on North Mill.

Four way stop on North Mill and Saginaw Streets will be a spring project. Still have not received the stop sign arms, poles, etc. Kubin will check on possible textured crosswalks.

Group discussed possible available properties in the Central Business District and planning to do some business attraction of the type of businesses we'd like here.

Hansen will bring ideas for a possible pocket park on the IGA corner of North Mill and Center Streets for DDA Board to review. Concrete should be able to be removed by City crews late this winter or spring.

Group expressed excitement about the former GEM Theatre reopening this season and emphasized that we need to continue to look at providing more parking downtown.

Plans for MDOT Enhancement Project were made available for viewing as well as the wooden model of the Transportation Pavilion for the Republic Truck.

Meeting ended at 1:00 p.m.

NEXT REGULAR MEETING DATE IS THURSDAY, FEBRUARY 22, 2007 AT 12:15 P.M.  
IN COUNCIL CHAMBERS IN CITY HALL

*City of St. Louis Downtown Development Authority*

**Minutes of Regular Meeting: February 22, 2007**

Present: Lewis, Moore, Vibber, Kubin, Browne, Zoppa, Readman, Hornus, McConkie, Morrow, Near and also Hansen

Absent/Excused: Bouchey, Hoyt

Meeting called to order by Moore at 12:15 p.m.

Moved by Moore, supported by Hornus to approve the following slate of officers for 2007:

Kubin – Chair

Lewis – Vice-chair

Vibber – Secretary/Treasurer liaison

All Ayes/Motion Carried.

Kubin took over as chair of meeting.

Board reviewed minutes from regular meetings of November 30, 2006 and January 25, 2007.

Moved by Moore, supported by Zoppa to approve the minutes of November 30, 2006 and January 25, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports for November and December, 2006 and January, 2007.

Moved by Hornus, supported by Moore to accept and file the financial reports through January 31, 2007.

All Ayes/Motion Carried.

Discussion held over letter draft requesting City Council to budget \$10,000 again for the 2007-08 Fiscal Year to be used for another round of the DDA Façade Grant Program. Hansen presented the letter as well as a copy of the financial report for the program so far for 2006-07.

Moved by Near, supported by Zoppa to send the letter to City Council requesting another \$10,000 for the 2007-08 Fiscal Year for Façade Grant Program.

All Ayes/Motion Carried.

Morrow mentioned Ben Crowley as the new owner of Frosty Cone has expressed an interest in getting a Façade Grant. Hansen has already sent him the information in the mail but will follow up with a phone call.

Discussion about fiberglass Victorian light poles on North Mill Street and what they will support as far as flower baskets, etc. Hansen will get together with Utilities Director Giles to find out specs of those poles to determine what kind of decorations they will support.

Victorian light pole schedule was discussed. Clapp Park block of M-46 will be done in 2007 and Hornus mentioned that we should commit to having banners bought for those five poles. If costs run similar to what they have been, it should cost about \$1,000 or so total for the five new banners.

Moved by Hornus, supported by Moore to make an offer to Middle of the Mitten Association to purchase five new banners for M-46 Victorian light poles.

All Ayes/Motion Carried.

Board discussed key features in a proposed pocket park on the corner of North Mill and Center Streets south of the IGA. Hansen took notes (attached) and will use them to put together a proposal to show to the Parks & Recreation Commission, City Council, etc.

Discussion and information from Hansen on US-27 Classic Car Cruise planned for this summer. Plan is for DDA, chamber and either the City or private donations to fund the \$1,500 cost.

Moved by Vibber, supported by Zoppa to spend \$500 from DDA funds to help support the US-27 Classic Car Cruise in St. Louis on Thursday, August 23, 2007.

Aye - Lewis, Moore, Vibber, Kubin, Browne, Zoppa, Readman, McConkie, Morrow, Near

Nay – Hornus

Motion Carried.

Group discussed possible available properties in the Central Business District. Members gave input on currently available spaces and what the DDA's role might be in prompting development at those sites.

Hornus encouraged that we find the costs that will be associated with the SLEDCO sign project and approve an amount that we are willing to spend. Hansen will talk to Giles to see when the Electric Department bucket truck can get back to the sign to take measurements.

Meeting ended at 1:00 p.m.

**NEXT REGULAR MEETING DATE IS THURSDAY, MARCH 22, 2007 AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL**

*City of St. Louis Downtown Development Authority*

Minutes of Regular Meeting: **March 22, 2007**

Present: Lewis, Vibber, Kubin, Browne, Zoppa, Readman, Hornus, McConkie, Morrow, Near, Hoyt and also Hansen

Absent/Excused: Bouchey, Moore

Meeting called to order by Kubin at 12:15 p.m.

Board reviewed minutes from regular meetings of February 22, 2007.

Moved by Hornus, supported by Zoppa to approve the minutes of February 22, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports for February, 2007.

Moved by Hornus, supported by Morrow to accept and file the financial reports through February 28, 2007.

All Ayes/Motion Carried.

Hansen presented request by Ben & Michelyn Crowley, new owners of Frosty Cone for a DDA Façade Grant for \$1,000 to assist with exterior painting of the property. Board felt it was a good request and the proper use of funds. Hornus asked that we check to make sure what colors they will be using and that it fit the use of the property. Morrow mentioned he thought they were going to keep the colors the same, which would be fine, but that we should check. Hansen will confirm what their private investment would be in property improvements as well, in addition to painting. Kubin also mentioned that City Council seems to be in support of the DDA request to renew funding for the program for the 2007-08 Fiscal Year.

Moved by Vibber, supported by Zoppa to award a DDA Façade Grant in the amount of \$1,000 to Frosty Cone, pending review by the Design Committee of Hoyt, Moore and Morrow.

All Ayes/Motion Carried.

Utilities Director Giles and Hansen are progressing with evaluation of fiberglass poles on North Mill Street and deciding whether or not they would support banners, flower baskets, etc.

SLEDCO sign project was discussed. Giles and Electric Department Head Parsons will get a bucket truck back to the sign as soon as the ground is hard enough, to get an accurate measurement of the sign perimeter so that the correct size sign covering can be ordered. Also

will evaluate with a LAMAR representative, what kind of physical repairs are needed to the wood on the sign. Hansen will work with LAMAR to create a design to bring to the next DDA meeting for approval. Hansen mentioned that previous discussions with LAMAR indicated the cost of the sign itself to be about \$1,000 not including repairs.

Moved by Hornus, supported by Near to approve up to \$1,500 be spent on the SLEDCO sign project.

All Ayes/Motion Carried.

Green downtown banners were discussed. Need to order five new banners for the poles to be installed on M-46 in the Clapp Park block between Franklin and Clinton Streets. Superior Sign said that it will be about \$150 per banner, arms included for our Electric Department to install. Hansen has this topic on the next Middle of the Mitten Association meeting to see if they will split the cost with the DDA. We are also in the process of inventorying our current banners and looking at condition, etc. Hornus thought we should consider purchasing an additional five banners to replace any that are in poor condition or have been lost and also to have a few on hand in case more damage happens. Hansen also mentioned that we should have a banner on the corner of M-46 and South Main Street that says “Historical Museum” with an arrow pointing south.

Moved by Hornus, supported by Hoyt to spend \$750 on banners and ask the Middle of the Mitten Association for the same amount.

All Ayes/Motion Carried.

Hansen presented proposed letter to send to Parks & Recreation Commission asking for their support of developing a Pocket Park at 300 North Mill Street. Packet (attached) includes a letter as well as notes with ideas from our last DDA meeting and a copy of the Small Town Design Initiative rendering showing a gazebo that could be used for musical performances. Kubin and Council Member Allen are looking into what the costs for such a gazebo.

Moved by Zoppa, supported by Lewis to send Pocket Park request to Parks & Recreation Commission.

All Ayes/Motion Carried.

Group discussed possible available properties in the Central Business District. Members gave input on currently available spaces and Hansen is currently working on business attraction ideas from several conferences he has attended. Board discussed how we might help craft an ordinance or policy to require downtown building owners to either put an empty building to use or have to sell it.

Hornus gave brief presentation on St. Louis Area Historical Society efforts for fundraising to pay for a historic canoe, complete their Gratiot County Community Foundation fund as well as pay off the purchase of the lot south of the depot. Encouraged board members to help get the word

out to the community. Hansen has written a City News & Views article to help support these efforts.

Meeting ended at 1:00 p.m.

NEXT REGULAR MEETING DATE IS THURSDAY, APRIL 26, 2007 AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL

*City of St. Louis Downtown Development Authority*

Minutes of Regular Meeting: **April 26, 2007**

Present: Lewis, Vibber, Kubin, Browne, Zoppa, Hornus, McConkie, Morrow, Near, Moore and also Hansen

Absent/Excused: Bouchey, Hoyt, Readman

Meeting called to order by Kubin at 12:15 p.m.

Board reviewed minutes from regular meetings of March 22, 2007.

Moved by Hornus, supported by Moore to approve the minutes of March 22, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports for March, 2007.

Moved by McConkie, supported by Hornus to accept and file the financial reports through March 31, 2007.

All Ayes/Motion Carried.

Board discussed 2007-08 DDA budget. McConkie is in the process of putting the City's budget together and presented ideas for the DDA. Consensus was to include a line item for \$25,000 for "Property Purchase" for the upcoming fiscal year in case an opportunity presented itself. Design work for a possible pocket park on North Mill Street would fall under "Professional and Contracted Services." McConkie will present DDA budget for approval at next meeting.

After DDA Design Committee approval, Frosty Cone has completed painting work and Hansen will take care of reimbursing them \$1,000 through the DDA Façade Grant Program. Board was happy with the appearance that the new owners have created.

Utilities Director Giles is of the opinion that the fiberglass poles on North Mill Street are not constructed to support flower baskets, banners, etc. Board felt that, with that in mind, we should just continue to display U.S. flags on each pole as we have been.

SLEDCO sign project was discussed. Hansen presented sign design from LAMAR and board approved it by consensus. Hornus mentioned that we were supposed to look into the possibility of adding an additional four feet to the top of the sign. Hansen will look into this when the Electric Department gets bucket trucks back to the sign to do measurements. McConkie mentioned to contact Pons Esparza at MDOT to make sure it is permissible to add on to the size of the sign. LAMAR may be able to help us out with these rules too. Board also suggested a possible sign after the exit off US-127 where the exit ramp meets M-46. Hansen will check to see what is already there as far as signage and give some ideas/options.

Five new green banners have been ordered from Superior Sign for the five new Victorian light poles that will be installed this season on M-46 between Franklin and Clinton Streets in the Clapp Park block. Middle of the Mitten Association also has approved buying three additional banners to use as replacements should any existing banners be lost or damaged. Hansen has one of the banners ordered to say "Historical Society Museum" to point down South Main Street towards the depot.

Hornus presented photos of a gazebo in Edmore similar to what we are planning to use in the proposed Pocket Park downtown. Discussion was held about what materials gazebo should be made of and DDA Board agreed that treated wood would be the best material. Hansen will look into costs for such a structure and make recommendations on size, placement, etc. Board also would like it to be on a cement slab so it could be entered without any "step up" and the front opening to be wide enough for a musical group to be seen without posts being in the way. Parks & Recreation Commission response to DDA letter was positive and they will look at budgeting some money to help with it. Commission also gave their go-ahead to put a canoe-dock on the north side of the Tester site downtown.

Another area for possible future enhancement was discussed: the area north of St. Louis IGA and in/around the W.T. Morris Memorial Swimming Pool area. Hansen will combine some images from the Small Town Design Initiative and work with McConkie and Giles to find someone to do some conceptual drawings. Ideas put forth included an additional place for children's recreation including a possible water park, signage and enhancement of the Mineral Springs site, improved paved parking, a place for adults to sit while their children are in the pool and an entry point for canoes south of the dam. Board mentioned that we may need to add some fencing to separate features from the bank of the river. This plan should also be mentioned to the Andrews family as owners of the Mineral Springs well and keep in mind that there is an easement to access it.

Group discussed possible available properties in the Central Business District. Phil's Pizzeria is now available and Hansen will check with Jan Bunting on that situation. Diane's Hair Styling and Roy's TV buildings are both for sale. Board asked if anything was planned next to Subway and Hansen will contact building owners to get an update.

Hansen presented copy of St. Louis promotional advertisement, a full page full color ad that will be in an insert next Thursday in the Gratiot County Herald, a Visitors and Events Guide for the county.

Hornus gave brief review of the St. Louis Area Historical Society efforts for fundraising to pay for a historic canoe, complete their Gratiot County Community Foundation fund as well as pay off the purchase of the lot south of the depot. Over \$9,500 has been committed so far so it has been a successful campaign that is ongoing.

Meeting ended at 1:00 p.m.

**NEXT REGULAR MEETING DATE IS THURSDAY, MAY 24, 2007 AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL**

*City of St. Louis Downtown Development Authority*

**Minutes of Regular Meeting: May 24, 2007**

Present: Lewis, Vibber, Kubin, Zoppa, Hornus, McConkie, Morrow, Near, Moore, Readman and also Hansen

Absent/Excused: Bouchey, Hoyt, Browne

Meeting called to order by Kubin at 12:15 p.m.

Board reviewed minutes from regular meetings of April 26, 2007.

Moved by Hornus, supported by Zoppa to approve the minutes of April 26, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports for April, 2007. McConkie noted that City Council will have budgets to approve at June 5 meeting that includes a second year of Façade Grant money in the amount of \$10,000. Also mentioned that a line item was not needed for “property purchase” because it is an eligible item to use TIF funds for and we do not have a particular project in mind at this point.

Moved by Vibber, supported by Hornus to accept and file the financial reports through April 30, 2007.

All Ayes/Motion Carried.

Hansen will call those who still have outstanding 2006-07 Façade Grants and encourage them to get their projects completed in the next month. Once 2007-08 budget has been approved he will send out letter to all DDA area businesses of the availability of the new funds. Comment was made that we never put any rule in place to keep a business from asking for funds in consecutive years but consensus was what the board wanted.

St. Louis VFW Post #3055 has been notified that it is OK to put United States flags back on the Victorian poles on North Mill Street after taking them down for the summer. Since the poles cannot support any flower baskets or banners, the flags are a good fit for them.

Four way stop poles and signs are almost ready for shipping and City will install as soon as they come in.

SLEDCO sign project was discussed. City Electric Department has measured the sign and we are waiting from MDOT to get final approval to order actual sign. Should only take a few weeks to have the sign in hand and City will do installation once we have it.

Five new green banners have been received from Superior Sign. DDA has already paid for the first half of that invoice and will now pay the second half. Total cost was \$760 and the City will install them once new poles have been put up on M-46.

Hansen reported that the MDOT Enhancement project for South Main Street and the Historical Society museum area is on schedule to begin after July 4. Pre-bid meetings were this past week and things are moving well.

St. Louis Promotional Brochures for 2007 have been received and Hansen handed out some to each DDA Board member for distribution at their stores. Cost to DDA is approximately \$700 which is one-third of the cost of the total printing to be shared by the DDA, City and Middle of the Mitten Association.

McConkie is working with a landscape architect at Rowe to look at the potential Pocket Park on the corner of North Mill and Center Streets. Giles and Hansen will schedule time for City workers to break up and remove existing old cement foundation and grade the site. Hansen will get cost estimates for building a gazebo there so that funding might be found. Hornus suggested asking for local donations, with the possibility of having a plaque recognizing those who donating towards it. Zoppa asked that he be notified at IGA before demolition work is done so that he can notify his workers not to park nearby while work is going on. Hansen mentioned that we should also have Rowe look at the area north of the IGA and around the swimming pool as discussed at the last meeting.

Board discussed available properties in the DDA area. Hansen is working with a prospect for the purchase of Diane's Hair Salon and with Evans Drug Store on an expansion of their business. This would include a drive through and might require having a traffic engineer look at the area to make recommendations on how it best be done. River Rock is considering purchasing Rhonda Clark's building(s) to the south of them and has conceptual drawings and cost estimates being done. This is a project that has the possibility of a CDBG grant application associated with it and Hansen is meeting with a CA Team representative from MSHDA next week on this. McConkie mentioned that perhaps the old Fenwick house could be acquired in order to create more parking. Kubin will check on the status of this property. Hansen mentioned paving the small lot west of Nancy Parsons' Recovery Unlimited building behind the GEM Theater and possibly the walkway between Dollar General and Rhonda Clark's building.

Meeting ended at 12:50 p.m.

**NEXT REGULAR MEETING DATE IS THURSDAY, JUNE 28, 2007 AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL**

## **City of St. Louis Downtown Development Authority**

### **Minutes of Regular Meeting: June 28, 2007**

Present: Lewis, Vibber, Kubin, Hornus, McConkie, Morrow, Near, Moore, Readman, Hoyt and also Hansen

Absent/Excused: Bouchey, Browne, Zoppa

Meeting called to order by Kubin at 12:15 p.m.

Board reviewed minutes from regular meetings of May 24, 2007.

Moved by Hornus, supported by Moore to approve the minutes of May 24, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports for May, 2007. Hansen and McConkie reported that the TIF income projected for 2007-08 will be about \$4,500 greater than last year and that the 1 mill that the library is leveling will add \$1,437.13 to the TIF income after the BRA payments have been made.

Moved by Hoyt, supported by Hornus to accept and file the financial reports through May 31, 2007.

All Ayes/Motion Carried.

Façade Grant program for 2006-07 is just about completed. \$1,000 was paid for the Jeff Cook property for painting/detailing the building used as an office

John and Barb Fandell have purchased the Cook property and submitted a sign grant application for \$300 towards a sign for their new business there.

Moved by Vibber, supported by Moore to approve a \$300 sign grant for a sign for Gratiot Car Company, LLC.

All Ayes/Motion Carried.

Common Threads has provided paperwork for their \$1,000 payment which will help pay for a new front door on their store.

Hansen will send out a mailing to all DDA area businesses announcing the second round of funding for 2007-08 and declare a deadline of July 31 for applications to be considered. After that the board will determine whether there are any funds remaining after awards are announced. If that is the case the board will deal with them on a per case basis as they come in.

Four way stop Victorian poles have been received and Electric Department will install. Stop signs and arms are still not in yet but should be shipped soon.

Downtown St. Louis sign has been installed on the former SLEDCO sign site on US-127. Electric Department realizes the surface of the vinyl sign may need to be smoothed out a bit but is waiting to see how it will react now that it has been installed. Next step is to determine whether or not the sign could be lighted and put on a timer.

Hansen suggested that the DDA continue to consider signs of this type in order to promote travelers to visit St. Louis. Hornus suggested contacting MDOT to put up a sign with "St. Louis" and an arrow pointing to the east on the exit curve that our new sign directs drivers to take. Hansen will follow up on this and get a price. Could possibly be placed on an existing sign for the Correctional Facilities. Another sign possibility might be one on US-127 southbound prior to the first Alma exit and another could be next to the Jay's Furniture sign.

City has removed yellow ribbons from Victorian poles on North Mill and Saginaw Streets as they have faded so much that they no longer look nice. St. Louis Florist Gifts and Greenhouse, who donated the ribbons and bows, was informed of this prior to the work being done and they concurred that it was the things to do.

Red banners outside the Victorian light area are slowly wearing out and tearing though age. As they become faded or torn, the Electric Department is taking them down and throwing them away. We will not replace any red banners but rather move them more towards the center of town as some are destroyed. We will also get a few extras when the Clapp Park block of M-46 goes to Victorian lights as well as the stretch of South Main Street associated with the Enhancement Grant project. Hornus mentioned that we should put the possible purchase of more banners for the Enhancement area on the next DDA agenda. Also need to find out how many poles are being installed.

Hansen reported that the MDOT Enhancement project for South Main Street and the Historical Society museum area is on schedule to begin approximately July 18. He and Kurt Giles attended the pre-construction meeting last Friday and were informed of this date. Hornus stated that he was glad the date had been pushed back a bit as it gives the Historical Society more time to clean out areas at the depot.

Proposals were received from Rowe, Inc. for engineering work and conceptual drawings for the proposed Pocket Park on North Mill Street as well as the area north of St. Louis IGA including the pool and mineral springs areas. Pocket Park design/engineering estimates were between \$2,000 and \$2,500 and the other area between \$2,800 and \$3,500. McConkie suggested that the Electric Department pay for the work on the area north of the IGA as it involves some FERC regulations that we must comply with and that the DDA and the Parks Commission split the cost for the Pocket Park area.

Moved by Moore, supported by Hornus to pay ½ of the cost of engineering and drawings to Rowe, Inc. up to \$1,500 from DDA funds for the Pocket Park, to be split with the Parks Commission and for McConkie and Hansen to bring this proposal to the Parks Commission.

All Ayes/Motion Carried.

In a project related to this area, the City announced that a floating dock will be installed on the Pine River north of the Tester Site on Monday, July 2. This will allow canoes/kayaks to have an entry/exit point and a place to tie up their boats to possibly walk from there downtown.

Board discussed available properties in the DDA area. Lenore Meyer will be purchasing the building that Diane's Hair Salon is in and opening her own hair and tanning salon. Diane's last day is July 6.

Moved by Moore, supported by Hoyt to spend \$50 for flowers as a retirement gift to Diane Koutz, \$25 each from St. Louis Florist and Victoria's Flower Cottage.

All Ayes/Motion Carried.

River Rock will be purchasing the Rhonda Clark buildings soon for renovation and have sent initial drawings to St. Louis Planning Commission. At this time it does not make sense to proceed with a CDBG grant for parking as the grant would not allow for property acquisition and the other paving is a small enough project that it may be able to be rolled into other upcoming paving projects. Evans Drug Store still working on purchasing The Hair Loft to expand their drug store and install a drive through lane.

Bank Building and China City building discussed. Hansen will make contact again with both owners to gauge their interest in selling.

Upcoming events reminders were announced:

July 7 – 4<sup>th</sup> of July events, Blues Festival and Hospitality Tent

July 12 – Rural Urban Day

July 28 – Community Day

August 23 – US-27 Car Cruise

Meeting ended at 1:00 p.m.

**NEXT REGULAR MEETING DATE IS THURSDAY, JULY 26, 2007 AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL**

*City of St. Louis Downtown Development Authority*

Minutes of Regular Meeting: **July 26, 2007**

Present: Lewis, Vibber, Kubin, Hornus, Morrow, Near, Moore, Readman, Hoyt, Browne and also Hansen

Absent/Excused: Bouchey, McConkie, Zoppa

Meeting called to order by Kubin at 12:15 p.m.

Board reviewed minutes from regular meeting of June 28, 2007.

Moved by Vibber, supported by Moore to approve the minutes of June 28, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports for June, 2007.

Moved by Moore, supported by Hoyt to accept and file the financial reports through June 30, 2007.

All Ayes/Motion Carried.

Façade Grant committee reported on their meeting of Tuesday, July 24 on applications for 2007-8 Fiscal Year that were turned in by the July 23 deadline. Hansen presented a list (attached) of 12 applicants with requests totaling \$10,900.

Committee Member Moore reported that they felt that all 12 applications were worthy of funding, fit the program correctly and thought that the DDA could fund all \$10,900 or take \$100 away from some of them to fit the \$10,000 budget. Hornus mentioned that since we did not use all of our money from the 2006-07 FY that we could consider the overage as part of the overall program and fund the entire amount.

Moved by Moore, supported by Vibber to approve all \$10,900 in grant requests, pending a meeting by each applicant with Hansen to confirm details of each plan.

All Ayes/Motion Carried.

Hansen reported that 4-way stop sign materials for the North Mill Street and Saginaw Street intersection will be installed on August 15. Public will be informed by article in City newsletter, City website, television station, news articles, etc. In addition, signage will be in place from August 15 through September 15 warning drivers of the change. This will include signs at the intersection as well as halfway through each block.

Electric Department report from Mike Parsons estimates a cost of approximately \$1,500 to put lights on the former SLEDSCO sign on US-127 North. This could be put on a timer or have a photo cell to turn them on and off. Hornus mentioned that we should try again to see if any wrinkles could be taken out of the sign.

Moved by Hornus, supported by Hoyt to approve \$1,500 to have lights installed on the former SLEDSCO sign.

All Ayes/Motion Carried.

MDOT Enhancement Project will install ten new Victorian light poles on US-127 BR South Main Street. Board would like to have green banners installed on the new poles once they are in place, but felt that we should wait until next spring to put them up. Topic tabled for the time being.

Hansen is waiting for a call back from MDOT on the possibility of putting a “Downtown St. Louis” sign on the exit following the SLEDSCO sign. This could be on its own pole or even under the “Correctional Facility” sign. Will hopefully have an answer, including costs, for the next meeting. Also, possible to put one next to the Jay's Furniture Barn sign perpendicular to the exit and parallel to M-46.

More potential signs sites are at the St. Louis Marathon station, Fas-Break, sign with the arrow around the Mill Pond on North Main and at Subway.

City will be scheduling a meeting within the next month or so with Rowe, Inc. on the pocket park and the swimming pool/IGA area for beginning designs/concepts.

Browne and Hornus announced that they are planning to have the Ugly Mug building for sale and encouraged discussion about guidelines for “For Sale” signs in downtown buildings. Consensus was that they were all right as long as the current tenants knew the situation.

Board a received a thank you note for the flowers we bought her from Diane Koutz on her retirement and Lenore Meyer has completed the purchase of 113 North Mill Street, to be named Hair Worx Plus. John Fandell will also be opening Gratiot Car Company, LLC soon in the former CJ's Auto Sales building on M-46.

Upcoming events reminders were announced:

July 28 – Community Day

August 23 – US-27 Car Cruise

Meeting ended at 12:50 p.m.

**NEXT REGULAR MEETING DATE IS THURSDAY, AUGUST 23, 2007 AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL**

No meeting was held in August.

*City of St. Louis Downtown Development Authority*

Minutes of Regular Meeting: **September 27, 2007**

Present: Lewis, Vibber, Kubin, Hornus, Morrow, Moore, Zoppa, McConkie and also Hansen

Absent/Excused: Bouchey, Browne, Hoyt, Readman, Near

Meeting called to order by Kubin at 12:15 p.m.

Board reviewed minutes from regular meeting of July 26, 2007.

Moved by Hornus, supported by Zoppa to approve the minutes of July 26, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports through August 31, 2007. Hansen noted incoming TIF revenue totals.

Moved by Moore, supported by Hornus to accept and file the financial reports through August 31, 2007.

All Ayes/Motion Carried.

Facade Grant projects are in process for several of the grantees. Hansen gave report on progress of each one. Some may have to wait until next spring to do their project but are in good shape as long as they complete them by June 30, 2008.

Four-way stop at intersection of North Mill and Saginaw Streets has been working well so far. Plans are to take the orange barrels with extra stop signs down at the end of September. Board comments were that even though local residents still are adjusting to the change, it has had a good effect downtown. At City Council request, Hansen is looking into the possibility of putting an LED light on each of the two new stop signs. The only thing that has been recommended so far would cost \$2,220 per sign which may be cost prohibitive. Lewis asked if we could consider putting more lining on the street at the intersection and Hornus recommended that eventually we pave our crosswalks to help drivers realize they should be slowing down.

Electric Department is currently busy with the MDOT Enhancement Project on South Main Street and the Historical Society Depot area, but after that will get lights on the Downtown St. Louis sign on US-127. Hornus mentioned we should continue working on keeping the wrinkles out of the sign.

MDOT has determined that we are not allowed to add another St. Louis sign at the exit north of the US-127 sign. Hansen will look into the possibility of having a sign next to the Jay's Furniture Barn sign in front of that same exit on M-46. More potential signs sites are at the St. Louis

Marathon station, Fas-Break, sign with the arrow around the Mill Pond on North Main and at Subway.

Hansen reported that after gathering information from recent downtown conferences, he would like to set up a brainstorming meeting to look at a large streetscape project for North Mill Street from M-46 to the Mill Street bridge. This probably would be a 2009 project and could include help from MDOT, MSHDA's CATeam, SHPO, Michigan Historic Preservation Network, MEDC, etc. and our match could come from our DDA, Electric Department, Major Street Fund, City Project Fund, etc. This meeting would be similar to the one that was called initially for the MDOT Enhancement project currently in process. Hornus mentioned that perhaps the Arch could come back into play and Hansen mentioned underground electric to trees, the pocket park, pool area, parking lot by Nancy Parsons office, new top of the line metal Victorian poles, a Victorian clock, bricked crosswalks and other possibilities.

Rowe, Inc. has the information they need to begin working on conceptual drawings for the pocket park and pool/IGA areas.

Discussion was held regarding available properties and recent activity. Hansen reported that Dr. Zia Khorrani has purchased the building to the south of his existing building and will be expanding to double his floor space. Kubin mentioned that Dr. Bontrager was going in with Tammy Johnson as part of her massage business in the Ugly Mug building. Hornus asked that we continue to consider possible buildings for the DDA to purchase and the China City building came up again. Also need to move ahead with plan to do business attraction to specific sites.

Lewis mentioned that Bouchey may be considering stepping down from the DDA Board so Hansen will check with her. Potential replacements were discussed.

Request was made to examine the "2<sup>nd</sup> Hand Store" ordinance that the City enacted to see if it applies to any activities currently going on downtown.

Hansen mentioned that grassy areas across from City Hall on Saginaw Street near St. Louis Variety may soon be turned into stamped red concrete with cobblestone pattern matching the M-46 and South Main Street projects. Grass has not been able to grow well there and board agreed it would look better to do the stamped concrete.

Meeting adjourned at 12:55 p.m.

**NEXT REGULAR MEETING DATE IS THURSDAY, OCTOBER 25, 2007 AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL**

*City of St. Louis Downtown Development Authority*

Minutes of Regular Meeting: **October 27, 2007**

Present: Lewis, Vibber, Kubin, Hornus, Morrow, Zoppa, McConkie, Near, Readman, Hoyt and also Hansen

Absent/Excused: Bouchey, Browne, Moore

Meeting called to order by Kubin at 12:15 p.m.

Bouchey has tendered resignation from DDA Board to Hansen, mentioning that she seems to often be busy with customers at noontime and is in Florida for part of the year. Board accepted resignation and directed Hansen to talk to Michelyn Crowley from Frosty Cone, Lenore Meyer of Hair Worx Plus and Liz Crider or Sandi Melow of Common Threads about their potential interest.

Board reviewed minutes from regular meeting of September 27, 2007.

Moved by Hornus, supported by Zoppa to approve the minutes of September 27, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports through September 30, 2007.

Moved by Hornus, supported by Vibber to accept and file the financial reports through September 30, 2007.

All Ayes/Motion Carried.

Façade Grant projects are in process for several of the grantees. Hansen gave report on progress of each one. Some may have to wait until next spring to do their project but they have until June 30, 2008 to complete them. At the moment, Weathervane Antiques and Evans Drug Store have been paid and work is in progress at Main Street Pizza, St. Louis Food Pride, St. Louis Marathon and Common Threads quilt shop.

St. Louis Electric Department is just finishing up on MDOT project then hopefully can get lights up on Downtown Sign on US-127. Expenses have already been approved for this.

Hansen has made contact with landowner in St. Joseph of property near exit off US-127 onto M-46. We are optimistic that we will be able to put a Downtown Sign there too. Suggestion made to e-mail what the sign will look like to the owner once we have it designed.

Stamped concrete work was discussed on Saginaw Street across from City Hall. McConkie said that if DDA is willing to pay for half of the bill, City's project fund will make donation to DDA for the other half. Total cost of project will be \$4,150.

Moved by Vibber, supported by Hornus for the DDA to pay half of the stamped concrete project cost after receiving donation of like amount from City project fund.

All Ayes/Motion Carried.

Most of the potential partners for a 2009 North Mill Street Streetscape project have been contacted and are supportive of the idea. Board suggested that we not only do this project, but also have conceptual plans to use Streetscape items in other areas in and around downtown, including Michigan Avenue to the library and across to Historical Society Depot, pocket park, etc.

Conceptual drawings from Rowe, Inc. were passed around for Board review for the pocket park and pool/IGA areas. Discussed possible land swap with St. Louis Food Pride in order to have more space on the pocket park corner. McConkie discussed City's efforts to find details on ownership of Mineral Springs, easements, etc. Board mentioned considering having DNR or DEQ part of Streetscape meeting, especially to consider methods for renovating the bath house at the pool. Board mentioned that these drawings should also go to the Parks and Recreation Commission for their review. Consensus of the DDA Board was that the conceptual drawings were acceptable.

Available properties were discussed. Hornus pointed out that he felt the DDA was very capable financially right now of purchasing and renovating a building. Board is interested in doing a project and directed Hansen to make contact with several building owners to check on their interest.

Hansen mentioned that Halloween Decorating Contest winners would be announced on Wednesday, October 31. This event was sponsored by the Middle of the Mitten Association and many businesses took part to help decorate Downtown.

Dave McMacken is revising the Saratoga of the West book and reprinting will take place within the next few weeks.

Meeting adjourned at 1:05 p.m.

**NEXT REGULAR MEETING DATE IS THURSDAY, DECEMBER 6, 2007 AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL**

No meeting was held in November.

# ***City of St. Louis Downtown Development Authority***

Minutes of Regular Meeting: **December 6, 2007**

Present: Lewis, Kubin, Hornus, Morrow, McConkie, Moore and also Hansen

Absent/Excused: Hoyt, Readman, Zoppa, Near, Vibber

Vacant Seats: Bouchey, Browne

Meeting called to order by Kubin at 12:15 p.m.

Browne has resigned from DDA Board as her business location is moving out of St. Louis. Michelyn Crowley from Frosty Cone and Lenore Meyer from Hair Worx Plus have been contacted regarding the two open positions and have expressed a desire to be on the Board.

Moved by Moore, supported by Hornus to recommend that City Council appoint Crowley and Meyer to the DDA Board beginning January, 2008.

All Ayes/Motion Carried.

Board reviewed minutes from regular meeting of October 27, 2007.

Moved by Hornus, supported by Moore to approve the minutes of October 27, 2007.

All Ayes/Motion Carried.

Attendees reviewed financial reports through October 31, 2007.

Moved by McConkie, supported by Morrow to accept and file the financial reports through October 31, 2007.

All Ayes/Motion Carried.

Façade Grant projects were discussed and Hansen gave update of completed projects including St. Louis Marathon and Main Street Pizza.

Request was made by Tony's Restaurant for a \$300 Sign Grant. Hansen mentioned that they may not have met the deadline, but that funds were available and that they did a nice project.

Moved by Kubin, supported by McConkie to award a \$300 Sign Grant to Tony's Restaurant.

All Ayes/Motion Carried.

Additional sign projects were discussed. Superior Sign is working on the sign north of the Mill Pond and it should be completed soon. Spot at US-127 exit is still being investigated too.

Bill for the stamped concrete work on West Saginaw Street across from City Hall should be arriving soon, now that the MDOT project is just about done. Funds for this have already been approved.

Board discussed more ideas for a potential Streetscape on North Mill Street. Idea of multiple-globe lights was well-received as was possible underground utility work. Meetings to brainstorm about this project will begin after the first of the year.

Discussion held about pocket park project and swimming pool area proposed improvements. Hansen will contact Rowe, Inc. to get us cost estimates on implementing the ideas in their drawings for a pocket park on the corner of North Mill and Center Streets.

Available properties were discussed. Goal for January is to prioritize a list of potential projects for the DDA to consider. Board would like to consider buying a building this coming year.

Hansen suggested putting together a small committee of our downtown retailers to look at business attraction in 2008.

Dave McMacken is revising the Saratoga of the West book and reprinting will take place within the next few weeks.

Meeting adjourned at 1:05 p.m.

**NEXT REGULAR MEETING DATE IS  
THURSDAY, JANUARY 24, 2008  
AT 12:15 P.M. IN COUNCIL CHAMBERS IN CITY HALL**