

**BATTLE CREEK DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS**

Monday October 26, 2020, 3:30 PM  
Meeting VIA ZOOM

**MEMBERS PRESENT:** Edward Guzzo, Nelson Karre, Cody Newman, Kyra Wallace, Ross Simpson, Kim Carter  
Ex-Officio: Commissioner Kate Flores and Commissioner Susan Baldwin

**ABSENT:** Paul Conkey, Rebecca Fleury, John Godfrey

**OTHERS PRESENT:** Ted Dearing, Linda Morrison, John Hart, Jessica VanderKolk, Ryan Stange, Richard Bolek, Carl Fedders, Marcel Stoetzel

**Call to order:** Vice Chair Guzzo called meeting to order at 3:34pm.

**Welcome and Introductions:** All participants were greeted by Vice Chair Guzzo.

**Approval of Minutes:**

**MOTION:** Mr. Newman moved that the Battle Creek Downtown Development Authority Board of Directors approve the meeting minutes from July 27, 2020. Ms. Carter supported the motion. Unanimously approved.

**Interim Financial statements:**

Ms. Morrison reviewed the interim financial statements for the three months 7/1/20 through 9/30/20. Revenue is over expenditures in the amount of \$861,716. Property taxes are recorded in the first and second quarters of the year, and the debt service does not occur until November, thus the bottom line number is a positive variance from budget. General operating expenditures that are transfers to the general fund or economic development fund of the city are at exactly 25% of budget since transfer adjustments are made monthly.

**MOTION:** Mr. Newman moved that the Battle Creek Downtown Development Authority Board of Directors accept the interim financial statements as presented. Mr. Simpson supported the motion. Unanimously approved.

**Budget Amendment**

Ms. Morrison and Mr. Dearing discussed the proposed budget amendment. The amount to be received from State Aid Revenue (personal property tax replacement) has been communicated by the State (although not yet received). This amount will exceed the budget by \$77,279. A supervisor position that is unbudgeted and vacant in the Central Business District and the need for the position as we move into winter was discussed by DPW Director Carl Fedders. The budget amendment includes \$56,000 additional costs to fill that position. Mr. Dearing discussed the \$350,000 additional proposed for downtown special projects. This includes the \$50,000 discussed at the last meeting towards the purchase of 209 E. Michigan and \$300,000 for the demolition of the tower portion of 34 E. Michigan and the stabilization of the lower portion of the building. There was much discussion regarding the preservation of the 34 E. Michigan property, and the responsibility of the owner and potential buyer.

**MOTION:** Mr. Karre moved that the Battle Creek Downtown Development Authority *approve the amended 2020-2021 Budget, including \$300k for the City of Battle Creek to support the demolition and/or restoration of 34 East Michigan Avenue, with the understanding that the dollars recouped by the City of Battle Creek would be refunded to the DDA proportional to its contribution.* Mr. Newman supported the motion. Unanimously approved.

**Project Update:**

**Social District Expansion.** Currently being evaluated. May be modifications in the spring.

**Parking Pilot:** 3 months this pilot has been up and running. Project is meant to increase visitor's time downtown, not generate revenue. Additional signage is going up, and there may be a future investment in kiosks after the pilot is complete.

Milton Tower: Leasing has been strong. 80% of residential has been leased. Debt obligations are being met. May be a request in January to the DDA for support for a pilot incentive program for potential commercial tenants.

Other: Progress on the New Holland Project was discussed. Commissioners Baldwin and Flores are not running for City Commission seats this election, so this is their final meeting as ex-officio members of the board. Thanks were given to all members for their service to the DDA and the City.

**Member/Citizen Comments**: None

**Adjourn**: 4:37 pm

DRAFT