

**BATTLE CREEK DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS – Meeting Minutes**

Monday, October 28, 2024 at 3:30pm – Room 302A, City Hall

MEMBERS PRESENT: Paul Conkey, Ross Simpson, Rebecca Fleury, Ed Guzzo, Kara Beer, Cody Newman, and Monique French

ABSENT: Commissioner Chris Simmons, Commissioner Carla Reynolds, Nelson Karre, Ezra Bell, Dr. Kimberly Carter, Dr. Terence Lunger, Kelli Scott

OTHERS PRESENT: Ted Dearing – Assistant City Manager, Marcel Stoetzel – Deputy City Attorney, Patrick Batterson - Assistant City Attorney and John Hart – Development Director

Call to Order: Paul Conkey, Chair called the meeting to order at 3:33pm.

Approval of Minutes:

MOTION: Cody Newman moved that the Battle Creek Downtown Development Authority Board of Directors approve the meeting minutes from July, 2024. Ross Simpson supported the motion. Unanimously approved.

Financials:

Interim Financial Statements through September

Ted Dearing briefly discussed the Interim Financial Statement provided in the packet,

Kara Beer moved that the Battle Creek Downtown Development Authority Board of Directors approve the Interim Financial Statements through September as submitted. Cody Newman supported the motion. Unanimously approved.

Hamblin Avenue Parking Structure Repairs

Ted Dearing referenced the memo in the packet and noted the city is gearing up to spend ARPA dollars on improvement to the Hamblin Avenue Parking Structure as well as the North and South stairwells. The board discussed the repair work and painting needed in the stairwells and parking passes for Kellogg employees.

Kara Beer mentioned the Community Impact Day planned on May 14, 2025, as a volunteer opportunity.

34 East Michigan Building Disposition (action required)

Ted Dearing and Deputy City Attorney Marcel Stoetzel reported on the status of the property at 34 E. Michigan, requesting that the board consider assuming ownership of the property. After a lengthy discussion, it was determined by board consensus that the DDA would not pursue ownership.

80 West Michigan Lease (action required)

Ted Dearing shared a staff recommendation for the repayment of back rent owed on DDA-owned property at 80 W. Michigan.

MOTION: Kara Beer moved that the Battle Creek Downtown Development Authority Board of Directors approve forgiving \$8,299.98 in back rent owed for the period of August 1, 2024 – October 31, 2024 and directing City staff to work with Torti Taco to develop a payment plan for repayment of the \$11,066.64 in back rent owed for the period of March 1, 2024 – July 31, 2024 to be paid by the completion of the term of the current lease. Rebecca Fleury supported the motion. Motion passed 5-1.

Downtown Tree Lighting Project

Ted Dearing briefly discussed the repurposing of a portion of funds budgeted for downtown special projects to support a tree lighting initiative in the downtown.

Project Updates:

Staff reported on the status of various DDA projects including weed treatment in Old Lakeview, environmental remediation at property owned by New Level Sports, and the replacement of a dilapidated marquee sign at the corner of Capital S.W. and Hamblin. Dearing further shared an economic impact analysis of events conducted by the Brass Band of Battle Creek and the Battle Creek symphony.

Citizen (Public) Comments:

There were no citizen (public) comments.

Board Members Comments

Cody Newman provided an update on maintenance and repair activity in Monument Park. Kara Beer provided an update on the Chamber's Truckin' Tuesday program.

It was acknowledged by the DDA Members that today was Rebecca Fleury's last meeting and everyone wished her the best in her retirement.

Adjournment

The meeting was Adjourned at 5:14pm.