



Downtown Development Authority
City of New Buffalo
Board of Directors
Regular Meeting Agenda
February 13, 2020
8:00 a.m.

1. Call to Order & Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes, November 14, 2019 & November 22, 2019
5. Public Comment
6. New Business
 - a. Little Free Library Presentation – Kate Mell
7. Old Business
 - a. Communication – JL, PR
 - comments
 - b. Community Outreach – DD, JS
 - comments
 - c. Operations – RK
 - Wreaths, when should they be removed?
 - General maintenance this growing season
 - Treasurer Report
 - d. Economic Development – DR, CG, JV
 - **Any updates on AT&T repeaters at the beach**
 - **Beach Plan updates**
 - Comments
8. Member Comment



9. Adjournment

Future Goals and discussion items

Committee mission statements reminder

Speed Limit on Highway 12/Buffalo St - MDOT assessment – being done this week again

The Regular Meeting of the City of New Buffalo Downtown Development Authority for November 14, 2019 was called to order by Chair Kemper at 8:08 am in the Community Room at New Buffalo City Hall, 224 W. Buffalo St., New Buffalo, MI 49117.

Present: Robert Kemper, DeeDee Duhn, Joe Lindsay, Doug Roch, Chad Gradowski, Pete Rahm, Jodi Sullivan

Absent: Mayor Lou O'Donnell, JV Peacock

City Staff Present: David Richards, Donna Schultz

Public Present: New Buffalo Times

Motion by Member Roch and seconded by Member Gradowski to approve the meeting agenda.

Voice vote unanimous 7-0, motion carried.

Motion by Member Roch and seconded by Member Duhn to approve September 12, 2019 minutes. **Voice vote 6-0**, motion carried. **Member Sullivan** abstained.

New Business: None

Public comments and submittals: None

Paving projects throughout the city: **Chair Kemper** stated the street paving is continuing very quickly and new streets look amazing. **Dave Richards** stated that all paving is finished with the exception of handicap curbs and sidewalks, which will be completed in the spring. Money will be withheld upon completion. Bridge construction is ongoing with completion of superstructure supports and guardrails. There will be a walkthrough next week. The bridge was **never closed** at any time during the summer construction which kept the busy traffic moving.

Chair Kemper stated they are working on EV charging stations and cell service additions. More information coming soon.

Parks/Harbor Commission: **Chairman Kemper** stated the City Council approved the new Parks/Harbor Commission with 5 new members appointed. The DDA would be interested in attending the next meeting. They will check the website for meeting dates and times.

Old Business:

Communication: Joe, Robert

Nothing to report.

Community Outreach: DeeDee & Jodi

One last push with businesses about beach survey.

Operations: Robert

Treasurer Report: Nothing to report.

Economic Development: JV, Doug and Chad

Motion by Chair Kemper to support the Golds Gym Property, **DEQ/EGLE grant**, seconded by **Member Duhn**, motion carried 7-0.

MDOT meeting regarding the road diet will be November 21, 2019.

Member Comments:

Nothing to report.

Adjournment: Motion by Member Joe Lindsay, seconded by Member Gradowski to adjourn the meeting at 9:10 a.m., Voice vote unanimous 7-0, meeting adjourned.

Robert Kemper, Chairperson

Donna Schultz

The Regular Meeting of the City of New Buffalo Downtown Development Authority for November 22, 2019 was called to order by Chair Kemper at 9:07 am in the Community Room at New Buffalo City Hall, 224 W. Buffalo St., New Buffalo, MI 49117.

Present: Robert Kemper, DeeDee Duhn, Joe Lindsay, Doug Roch, Chad Gradowski, Pete Rahm

Absent: Mayor Lou O'Donnell, JV Peacock, Jodi Sullivan

City Staff Present: David Richards, Donna Schultz

Public Present: New Buffalo Times, Katie Maroney

Motion by Member Duhn and seconded by Member Roch to approve the meeting agenda.

Voice vote unanimous 6-0, motion carried. **Motion by Member Roch and seconded by**

Member Rahm to approve the November 14, 2019 meeting. **Voice vote unanimous 6-0**, motion carried.

New Business:

Public comments and submittals: None

Motion by Member Roch and seconded by Member Duhn to approve the additional single strand lighting on North Whittaker Street poles. **Voice vote unanimous 6-0**, motion carried.

Old Business:

Communication: Joe, Robert

Nothing to report.

Community Outreach: DeeDee & Jodi

One last push with businesses about beach survey and attending design meeting on December 5 At 6:30 pm city hall.

Operations: Robert

Treasurer Report: Nothing to report.

Economic Development: JV, Doug and Chad

Member Gradowski stated there has been good response with surveys regarding the beach surveys. A factfinding meeting will be on Jan. 10, 2020 to present new ideas and beach drawings for consideration for the beach renovation.

Member Comments: Member Roch commented that the proposed Ozinga charging dispensary will be available for public and private use.

David Richards reported that AT&T will go ahead with 3 new sites for small cell towers to increase cell phone coverage in the city. **Chair Roberts** suggested the city should encourage AT&T for more sites.

Adjournment: Motion by Member Rahm and seconded by Member Duhn to adjourn the meeting at 9:40 a.m., **Voice vote unanimous 6-0**, meeting adjourned.

(1/6/20
OK Per Dave)

Robert Kemper, Chairperson

Donna Schultz

Fw: Little free library

Amy Fidler <afidler@cityofnewbuffalo.org>

Tue 1/21/2020 11:34 AM

To: Nancy Griffin <ngriffin@cityofnewbuffalo.org>

Amy Fidler

City Clerk

269-469-1500 office

269-469-7917 fax



From: Robert Kemper <robertk@toasthotelgroup.com>

Sent: Monday, January 20, 2020 1:03 PM

To: kate@stummfarms.com <kate@stummfarms.com>

Cc: Amy Fidler <afidler@cityofnewbuffalo.org>; Dave Richards <manager@cityofnewbuffalo.org>

Subject: RE: Little free library

Kate,

Thank you for looking for ways to help improve our community. We will add it to our agenda for February. Look forward to hearing about all the details. Here are a few questions the board might have.

1. Proposed design
2. Locations
3. Coordination with our public library
4. Maintenance program

I am sure there will be more questions, but hopefully you can address these in your presentation. The DDA reviews requests from an Economic Development and Historical preservation perspective. So the questions above are only related to how it would impact and hopefully improve those aspects of the New Buffalo Downtown Development Authority District.

See you in February,

Robert

Robert Kemper
Chairperson | City of New Buffalo DDA
Managing Director | Toast Hotel Group

robertk@toasthotelgroup.com | 269.469.2027, x408

eat | bentwoodtavern.com | terraceroomhg.com
stay | marinagrandresort.com | harborgrand.com

From: Dave Richards <manager@cityofnewbuffalo.org>
Sent: Sunday, January 19, 2020 11:28 AM
To: Robert Kemper <robertk@toasthotelgroup.com>
Cc: Amy Fidler <afidler@cityofnewbuffalo.org>; kate@stummfarms.com
Subject: FW: Little free library

Robert:

Kate Mell would like to present a proposal to locate mini library boxes throughout the City and I suggested DDA consideration as a good place to start. The project will require ZBA approval but as noted she is planning on the 2/13 DDA meeting.

DR

From: Kate Mell [<mailto:kate@stummfarms.com>]
Sent: Sunday, January 19, 2020 11:04 AM
To: Dave Richards <manager@cityofnewbuffalo.org>
Subject: Little free library

Wanted to get this going sooner, but Fol had meetings cancelled due to weather and holidays.

I would like to present at the next DDA meeting, Feb. 13 for site and appearance approval before going to the ZBA.
Did not see contact info on the City's website. Would you please advise who I should contact.

Thanks again for your help.

Kate Mell

**City of New Buffalo
Downtown Development Authority
Cash Activity Report January 2020**

Prior month cash balance \$ 272.30

Revenues:

Interest \$ 0.09

Total Revenues \$ 0.09

Expenses:

Current cash balance \$ 272.39