

**BATTLE CREEK DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS  
Monday, January 26, 2009**

**MEMBERS PRESENT:** Velma Laws-Clay, Fred Meyer, William Pechota, Robert Sharkey, Ken Tsuchiyama, and Dennis Welling

**MEMBERS ABSENT:** Barbara Egland and Thomas Harris

**OTHERS PRESENT:** Cheryl Beard, Kathleen Eriksen, Bridgette Jones, Jim Ritsema and Kevin Schriebler

Mr. Sharkey called the meeting to order at 3:30 p.m. at the City of Battle Creek, City Hall, Conference Room 302A.

**Approval of the Minutes:**

**MOTION:** Mr. Meyer moved that the Battle Creek Downtown Development Authority Board of Directors approve the meeting minutes of April 28, 2008 as presented. Dr. Laws-Clay supported the motion and it was unanimously approved.

**MOTION:** Mr. Welling moved that the Battle Creek Downtown Development Authority Board of Directors approve the special meeting minutes of September 30, 2008 as presented. Dr. Laws-Clay supported the motion and it was unanimously approved.

**Approval of Audit:**

Included in the information packet was a copy of the audit report for fiscal year 2007-2008, prepared by Rehmann & Robson, CPAs & Consultant PC. Mr. Ritsema gave a thorough overview of the audit report. The financial statements that were given are fairly presented in accordance with generally accepted accounting principles.

Board members discussed the report in detail and found no major issues.

**MOTION:** Mr. Pechota moved that the Battle Creek Downtown Development Authority Board of Directors recommend to the Battle Creek City Commission the approval of the 2007-2008 audit report as presented. Mr. Meyer supported the motion and it was unanimously approved.

**Approval of Annual Report:**

Attached is the annual report for fiscal year ending June 30, 2008. The annual report is a summary of the audit report. It is required to be adopted by the City Commission and reported in the newspaper once adopted. Mr. Ritsema gave a brief overview of the report.

MOTION: Mr. Meyer moved that the Battle Creek Downtown Development Authority recommends to the Battle Creek City Commission the adoption of the annual report for the 2007/2008 fiscal period as presented. Mr. Welling supported the motion and it was unanimously approved.

**Financial Reports:**

MOTION: Dr. Laws-Clay moved that the Battle Creek Downtown Development Authority Board of Directors accept the December 31, 2008 financials and place on file as presented. Mr. Meyer supported the motion and it was unanimously approved.

**Update on Downtown Transformation Plan:**

Mr. Tsuchiyama gave a brief update regarding the downtown transformation plan.

**Approval of Transportation Enhancement Grant for Downtown Corridor Improvements:**

MOTION: Dr. Laws-Clay moved that the Battle Creek Downtown Development Authority Board of Directors approve the resolution for the Transportation Enhancement Grant for Downtown Corridor Improvements as presented. Mr. Meyer supported the motion and it was unanimously approved.

**Funding Request for CCDC on behalf of Kellogg Arena:**

MOTION: Mr. Meyer moved that the Battle Creek Downtown Development Authority Board of Directors approve a change in the funding request to increase it by \$100,000 as presented. Mr. Meyer supported the motion and it was unanimously approved.

**Funding Request for Design of Flood Control:**

MOTION: Mr. Pechota moved that the Battle Creek Downtown Development Authority Board of Directors approve the funding request of \$25,000 for the design work associated with the Kalamazoo/Battle Creek Flood Control Repair project as presented. Mr. Meyer supported the motion and it was unanimously approved.

**Approval of Contract with Battle Creek Unlimited/B.C. Downtown Partnership:**

MOTION: Dr. Laws-Clay moved that the Battle Creek Downtown Development Authority Board of Directors adopt the contract with Battle Creek Unlimited/B.C. Downtown Partnership as presented. Mr. Meyer supported the motion and it was unanimously approved.

**Members/Citizens Comments:**

Mr. Welling updated the board regarding the Battle Creek Public Schools rehabilitation project.

**There being no further business the meeting was adjourned at 4:35 p.m.**