

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

Monday, April 22, 2019

**MEMBERS PRESENT:** Robert Sharkey, Commissioner Susan Baldwin, Rebecca Fleury, Ross Simpson, Commissioner Kate Flores, Edward Guzzo, Cody Newman

**ABSENT:** Paul Conkey, Kim Carter

**OTHERS PRESENT:** Linda Morrison, Ted Dearing and Sarah McGinnis

**Call to order:** Mr. Sharkey called the meeting to order at 3:30pm.

Welcome new member Cody Newman. Oath's of office were administered by Deputy City Clerk Alicia Greene.

**Approval of Minutes:**

**MOTION:** Ms. Baldwin moved that the Battle Creek Downtown Development Authority Board of Directors approve the meeting minutes from February 14, 2019 as presented. Mr. Simpson supported the motion. Unanimously approved.

**Review Interim Financial statements:**

Ms. Morrison reviewed the interim financial report and reported that revenue is over expenditures but the debt service payment is due May 1<sup>st</sup>, 2019. The State aid revenue for the year is much less than last year. The Tax Increment revenues are less than expected. We need to request a budget amendment to adjust for the rest of the year. A budget amendment will be required for the end of the year expenses for \$117,210.00

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

**Budget Amendment FY 2019:**

Ms. Morrison asked the Board to consider a budget adjustment for FY19 of \$117,210. That would leave the fund balance at \$38,329

**MOTION:** Mr. Simpson moved that the Battle Creek Downtown Development Authority Board of Directors approve the budget amendment for FY 2019 as presented. Mr. Newman supported the motion. Unanimously approved.

**Budget Approval FY 2020:**

Ms. Morrison reviewed the proposed budget for fiscal year 2020. The City has challenged the State of Michigan and they have increased the tax increment revenue from 1.3 million to 2.9 million for next year. The State agreed to change the verbiage in the legislation. Revenues will exceed expenditures \$534,826. CBD Maintenance is actually over \$800K but the general fund pays half of that.

**MOTION:** Mr. Guzzo moved that the Battle Creek Downtown Development Authority Board of Directors approve/adopt the FY 2020 budget as presented. Ms. Flores supported the motion. Unanimously approved.

**Lease Renewal(s):**

Mr. Dearing presented the lease for Voces. He stated that attorneys have reviewed the document and it is ready for this Boards approval. Voces is a great asset to the community and has been a great tenant. Pastrami Joe's will be ready to renew their lease at the end of July 2019. I will have a 4-year contract ready at the next meeting.

**MOTION:** Mr. Simpson moved that the Battle Creek Downtown Development Authority Board of Directors approve the lease renewal for Voces as presented. Mr. Newman supported the motion. Unanimously approved.

**Project Report – Ted Dearing:**

Mr. Dearing stated the 2<sup>nd</sup> season of the BC Cargo shops will begin May 1<sup>st</sup>, 2019. They will be open Tuesday-Saturday. All the shop space has been rented. They are also thinking about adding a few food carts. The McCamly Plaza Hotel project is on hold. The building material cost has increased by 30% from the original quote. The Jackson St Consumers Power project is also on hold. The project has been pushed to 2020 so the street will be open all summer.

**Adjourn:**  
4:35pm