

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

Monday July 27, 2020, 3:30 PM  
Meeting VIA ZOOM

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

**ABSENT:** Paul Conkey,

**OTHERS PRESENT:** Ted Dearing, Linda Morrison, John Hart, Jessica VanderKolk, Sarah VanWormer

**Call to order:** Vice Chair Guzzo called meeting to order at 3:33pm.

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

**Approval of Minutes:**

**MOTION:** Mr. Godfrey moved that the Battle Creek Downtown Development Authority Board of Directors approve the meeting minutes from May 28, 2020. Mr. Newman supported the motion. Unanimously approved.

**Share Center request for funding:** Ms. Fleury discussed the issue in this COVID-19 pandemic environment regarding the City's homeless population, Full Blast usage for day/night shelter situation, and the staffing by the Haven and the Share Center. Need for a sustainable ADA homeless shelter and the complicated needs of the community. Tent on Grove Street being used during the hot weather due to lack of air conditioning in Full Blast. There is a community need for a day/night shelter as evidenced by data from Share Center and Haven. 209 E. Michigan had been identified as a good alternative location for the Share Center quite some time ago, but moving forward was put on hold by COVID-19. The BCCF has brought forward the discussion among the homeless task force and the potential move to 209 E. Michigan. Lease option is available via a new non-profit which would purchase the property and lease to the Share Center to run a day & night facility. This relationship has been identified as best due to funding for this type of facility/service (Medicaid/etc.). Purchase and sale of 209 E. Michigan and Grove Street properties respectively are being investigated with due diligence. Challenges to the move for health and safety include a fire suppression system. The gym portion of the E. Michigan space allows for social distancing. Need to close by end of September on E. Michigan. \$50K needed for fire suppression system and other identified needs at the property. Request to the DDA board is \$50,000 towards purchase/renovation of an ADA compliant day/night homeless shelter at 209 E. Michigan.

Discussion about any conflict of interest by Ms. Fleury due to her position on the homeless coalition as well as her committed position on the new non-profit that will own 209 E. Michigan. BCCF serves as fiduciary and fiscal agent of the new non-profit. There would be a contract with Haven and Share Center for services to the vulnerable population at the 209 E. Michigan location.

Discussion of using \$50,000 of the \$180,000 already budgeted in FY21 for special projects with a later discussion about the timing of need for the Battle Rock project.

Discussion about the need for a kitchen and the desire to use capabilities already available in the community. Also discussion of the open/non-compartmentalized facility at 209 E. Michigan making it more desirable than the current Share Center location.

Discussion about parking and where parking is available. Not much need; hoping to square up the property lines with adjacent property owners.

Motion to allocate \$50,000 for acquisition/renovation assistance for the 209 E. Michigan property. Motion to approve Karre – second by Godfrey. Ms. Fleury will abstain due to perception of conflict of interest. Unanimously approved with one abstention.

**Interim Financial statements:**

Ms. Morrison reviewed the preliminary year-end financial statements for the period 7/1/19 through 6/30/20. Revenue is over expenditures in the amount of \$769,254. Work is on-going to reconcile through 6/30 (investments, property taxes, and transfer for central business district maintenance).

**MOTION:**

Mr. Karre moved that the Battle Creek Downtown Development Authority Board of Directors accept the preliminary year-end financial statements as presented pending audit. Mr. Godfrey supported the motion. Unanimously approved.

**Project Update:**

Social District/Common Area : 3 participants have been approved for a social district permit in the State Street parking lot commons Area.. Hand Map/Rafaynee have not indicated a desire, but is possible. Legislation for the social districts goes through 2024. Will continue to provide support during this difficult pandemic time.

RMAP: Rent/Mortgage Assistance Program – Staff provided a summary of the DDA’s contribution to the city administered Rent and Mortgage Assistance Program.

Parking pilot program: Parking pilot program will begin in August. Passport system – pay to stay extended periods (current 2 hours free can be extended with the app for \$1.50 or \$5 pass or \$3 through participating merchants). Per transaction fee of 35 cents deducted from the revenue. Signs will go up Friday and will be advertised through other media outlets. No fees, just warnings to begin the program. Discussed whether this is time to begin this program due to low demand for parking right now. Leslie and John Hart will reach out to Ross about employee parking for Clara’s.

Façade grant program: similar to the RMAP – perhaps 20 businesses up to \$2,500 to help with exterior issues with a local match for interior. Roof, siding, paint, etc. In process of putting this together quickly and hope in a month this may see some use of the project funds allocated.

Color the Creek: Aug to Oct projected time –pedestrian bridge west of Carlyle could also be lit. Create attractive place for mural with hope of not being tagged. Objective to put an artistic mural in the space. No theme for artwork; artists personal tastes prevail.

Other: Developer is working with a new senior lender and currently looking to advance the project without support from the MEDC. Will meet in August for discussion of project going forward. Land Bank is still the owner of the property. Hotel next to Pancake House and what to do with it? Demolition requires parking surface as well as the building. There is an escrow check on deposit with the city. BCU is working on demo bids for Kmart building.

**Member/Citizen Comments:** None

**Adjourn** 4:33 pm