

MINUTES

Allen Park Downtown Development Authority

REGULAR MEETING

Thursday, March 28, 2019

6:30 p.m.

The Allen Park Downtown Development Authority met in regular session on Thursday, March 28, 2019, at 6:30 p.m. in the conference room at city hall.

1. **PLEDGE OF ALLEGIANCE**
2. **CALL TO ORDER** Chairman Fressel called the meeting to order at 6:31 p.m.
3. **ROLL CALL** Vice-chair/Secretary Riviera called the roll. A quorum was present.

Present:	Justin Ford	Director
	Fred Frank	Director
	Tracy Fressel	Chairman
	Bob Keenan	Director
	William Matakas	Mayor
	Ron Mistor	Treasurer
	Cindy Riviera	Vice-Chair/Secretary

Excused:	Laura Kozlowski	Director
	Pete Zingas	Director

Absent:	Tom Gunderson	Director
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Others Present:	Trevor Daniel	DDA Legal Counsel
	Jennifer Kibby	DDA Executive Director

Conflict of Interest forms were made available on the conference room table.

4. **APPROVAL OF AGENDA**
Motion by W. Matakas supported by R. Mistor
Resolved to approve the agenda.
Motion carried.
5. **APPROVAL OF MINUTES**
Motion by C. Riviera, supported R. Mistor
Resolved to approve the minutes of the January 24, 2019 meeting.
Motion carried.

6. DISTRICT ISSUES AND UPDATES

7. CITY UPDATE ON DISTRICT ISSUES.

8. ATTORNEY'S REPORT.

9. CITIZEN'S COMMENTS ON AGENDA ITEMS.

10. FINANCIAL REPORT

Motion by B. Keenan, supported by C. Riviera;

Resolved to approve the financial report.

Motion carried.

11. CHAIRMAN'S REPORT

12. EXECUTIVE DIRECTOR'S REPORT

13. COMMITTEE REPORTS

a. **Marketing.**

Motion by W. Matakas, supported by C. Riviera

Resolved to award Hofbauer Consulting the Allen Park DDA Website Proposal at a cost not to exceed **\$15,000** and the ongoing hosting and support contract at a cost not to exceed **\$1,710** annually.

14. UNFINISHED BUSINESS.

15. NEW BUSINESS

16. CITIZEN COMMENTS

17. DIRECTORS' COMMENTS.

18. ADJOURNMENT

Respectfully submitted,

Tracy Fressel, Chairman

Cynthia Riviera, Vice-chair/Secretary