



**CITY OF JONESVILLE
DOWNTOWN DEVELOPMENT AUTHORITY AGENDA
MARCH 13, 2018 - 7:30 A.M.
CITY HALL**

1. CALL TO ORDER

2. PRESENTATIONS AND RECOGNITIONS

A. None

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES – November 14, 2017 Meeting

5. PUBLIC COMMENT

6. NEW BUSINESS

A. South Parking Lot Preventative Maintenance

[Action]

B. Fiscal Year 2017-18 Budget Committee Appointment

[Action]

C. Hillsdale County Chamber of Commerce Membership

[Action]

D. MDOT Signal Modernization

[Information]

E. Framing Jonesville's Future

[Information]


F. Project Updates

[Information/Discussion]

7. OTHER BUSINESS

8. ADJOURNMENT– Next Scheduled Meeting: Tuesday, May 8, 2018 7:30 a.m.



To: Jonesville DDA Board
From: Jeffrey M. Gray, City Manager 
Date: March 8, 2018
Re: Manager Report and Recommendations – March 13, 2018 DDA Meeting

6. A. South Parking Lot Preventative Maintenance

[Action]

With the anticipated expenditure in 2019 to support the MDOT signal modernization project, the DDA determined that it would postpone the planned project to bury utilities, mill, and pave the South Parking Lot. Staff has obtained quotes for preventative maintenance activities to extend the life of the existing paved surfaces in the lot and alley. The activities would involve two treatments.



The first would spray patch the most significant areas of deterioration in the parking lot and alley (example in the photo to the left). The parking lot would then be crack sealed and seal coated over its entire surface, with the parking spaces re-painted. The total cost of these treatments would be \$4,781.25. We anticipate that the treatments would provide 4 to 6 years of life to the pavement. I recommend a motion to authorize these preventative maintenance treatments. *Please refer to the attached quotes for preventative maintenance.*

In addition, we are seeking quotes for chip sealing several City streets in the next fiscal year. We will obtain a quote for consideration in the 2018-19 budget to chip seal the alley. Based on prior project costs, we anticipate that this will cost around \$4,500.

Planning for the larger parking lot project, as well as other needed capital improvements will be discussed further as the Fiscal Year 2018-19 budget is developed over the next several months.

6. B. Fiscal Year 2018-19 Budget Committee Appointment

[Action]

Over the next few months, the City will develop the Fiscal Year 2018-19 budget that will be effective July 1st. Last year, Chair Don Toffolo, Mayor Gerry Arno and Don Germann served on a committee to provide a recommendation regarding the annual budget to the DDA board. I anticipate that the committee will meet once or twice this spring and would ask that the DDA once again appoint a committee of three or four members.

6. C. Hillsdale County Chamber of Commerce Membership

[Action]

Attached is the invoice for annual renewal of our dues. This is a budgeted expense. Previously, the primary benefits of membership have been notice of networking and events, marketing opportunities (including reduced rates in the County visitor's guide), and ability to distribute news to Chamber members. I recommend a motion to approve the expenditure of \$195 for Hillsdale County Chamber of Commerce dues. *Please refer to the attached invoice.*

6. D. MDOT Signal Modernization Project

[Information]

This item is reserved for an update regarding the MDOT signal project.

6. E. Framing Jonesville's Future

[Information]

This item is reserved for information regarding the update of the Master Plan and the recent Community Survey.

6. F. Project Updates

[Information/Discussion]

This item is reserved for to address status updates on a number of projects, as identified on the agenda and any others that members may have questions about.