

I. CALL TO ORDER: The meeting was called to order at 3:01 PM with Chair Andy Gilbert presiding.

II. ROLL CALL:

Present: Andrew Agbay
Matthew Baumgarten
Donna Dirkse
Petro Drakopoulos
Scott Francis
Andy Gilbert
Chris Gross
Mitchell Moses
Matteo Passalacqua
Wayne Wudyka
Brian Zifkin

Absent: Maggie Gable – *excused*
Eli Hurwitz – *excused*
Razur Rahman – *excused*

Also present: Steve Baker, City Council Liaison

III. APPROVAL OF AGENDA: On motion by Drakopoulos and second by Zifkin, the agenda was unanimously approved by the Board.

IV. Approval of Minutes

A. Regular Meeting of May 13, 2020

On motion by Zifkin and second by Passalacqua, the minutes were unanimously approved by the Board.

B. Special Meeting of May 21, 2020

On motion by Moses and second by Zifkin, the minutes were unanimously approved by the Board.

V. PUBLIC COMMENTS: None.

VI. ACTION ITEMS:

A. Approval of Downtown Berkley Face Coverings

Finney reported that she had researched options for face coverings and sent photos to the Board prior to the meeting in their packet. Five of the mask options come from Armadillo and the other from Alice's Alterations (Kathy Abrahamian, owner and former Board member).

The option #4 (Next Level M100) that she was recommending is from Armadillo, is reusable, not flimsy, and she considers it the best value at a per unit price of \$3.56. Using a figure of 2,600 business employees in Berkley (from 2015), she recommends purchasing 3,000 face coverings. This option comes in solid black. The total cost of that number of face coverings in option #4 is \$10,680.00 with \$5,000.00 reserved in case more are needed, and remaining funds can be set aside for the time being and used to market downtown businesses.

An additional item in the personal protection category that the Board can consider offering is a hand sanitizer stand from Alice's Alterations that Dirkse has at her store if anyone wants to see it.

Passalacqua moved to approve the 3,000 Downtown Berkley Face Coverings purchase, option #4 from Armadillo at a cost of \$10,680, reserving \$5,000.00 if more are needed, Zifkin seconded, and the motion was unanimously approved by the Board.

The mask is imprinted with "Downtown Berkley" rather than "Berkley DDA" because that's how the Berkley downtown is currently marketed on Facebook and products such as Better Life Bags, and is consistent with what other local DDAs are doing.

B. Approval of Additional Funding for Berkley High School Plaza Project

Finney included architectural renderings of the Berkley High School Plaza Project in the Board packet. The architect is estimating construction costs of \$75,000-90,000, \$10,000 more than the three partners each (Berkley Schools, the City, and DDA) originally planned to spend on the project. There would be additional costs for preparing bid documents and some project oversight.

Passalacqua noted that if the Board approves the additional \$10,000, then the School Board and City would weigh in on how much additional funding they would support. That total figure would be presented to the architect, who would then match a rendering to the available funds.

Francis noted he had discussed additional funding with District Finance Supervisor Larry Gallagher, who was comfortable with a \$25,000.00 figure for the District. Baumgarten said he didn't have a firm commitment from City Council and the increase would require a City budget amendment, but the Council was generally in favor of the project. There is no firm decision on responsibility for maintaining the area, but Passalacqua noted the design was created with low maintenance of plants and furniture in mind. Francis said there is a contract that addresses maintenance although he didn't have the specifics in front of him at that time.

Passalacqua moved to approve the DDA allocating an additional \$10,000 on the Plaza project contingent upon satisfactory additional contributions from the City and School District. Zifkin seconded, and the motion was unanimously approved by the Board.

VII. Adjournment:

The meeting was adjourned at 3:36 PM on motion by Zifkin and second by Moses.