



Downtown Development Authority

REGULAR MEETING AGENDA
WEDNESDAY, AUGUST 10, 2022 - 6:00 P.M.
IN THE COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST., GRAND LEDGE, MI 48837

- I. ROLL CALL OF DOWNTOWN DEVELOPMENT AUTHORITY
- II. PLEDGE OF ALLEGIANCE
- III. AUDIENCE PARTICIPATION
- IV. APPROVAL OF REGULAR AGENDA
 - A. **Motion** – To approve the Wednesday, August 10, 2022, regular meeting agenda.
- V. APPROVAL OF MINUTES
 - A. **Motion** – To approve the Wednesday, May 11, 2022, regular meeting minutes.
- VI. COMMITTEE REPORTS
- VII. STAFF REPORTS
 - A. Financial transaction and bills
 - B. Monthly financial statement
- VIII. UNFINISHED BUSINESS
 - A. Bridge Street Plaza Development – [Update]
 - B. Jaycee Park Public Gathering Space – [Update]
 - C. MEDC Rap Grant – [Update]
- IX. NEW BUSINESS
 - A. Best of 2022 Photo Contest [Action Item]
- X. AUDIENCE PARTICIPATION
- XI. COMMUNICATIONS FROM MEMBERS
- XII. ADJOURNMENT

This meeting will be held in person, per the Open Meetings Act, and will also be livestreamed via Zoom for informational purposes only. The public is invited to attend in person to participate and offer comments. Written comments can also be submitted to the City Clerk at 310 Greenwood St., Grand Ledge MI 48837, or cityhall@cityofgrandledge.com.

Please click the link below to join the webinar:

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**DOWNTOWN DEVELOPMENT AUTHORITY
310 GREENWOOD ST.
GRAND LEDGE, MI 48837**

**MINUTES – REGULAR MEETING
WEDNESDAY, MAY 11, 2022 - 6:00 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST., GRAND LEDGE MI 48837**

- I. ROLL CALL OF BOARD** – Authority Members Present: Chairman, Bruce MacDowell, Mayor Pro Tem Keith Mulder, Amy Hoyes, Mayor Thom Sowle, Lise Mitchell, Andrew Archer, and Chris Fata
Members Absent: Dana Beattie, Terrance Augustine, Michael Fredericks, Spencer Bye, Vicki Paski, and Karl Glarner
Others Present: Ameer King, Assistant City Manager

II. PLEDGE OF ALLEGIANCE –

III. AUDIENCE PARTICIPATION – None

IV. APPROVAL OF REGULAR AGENDA

- A. Motion** – To approve the Wednesday, May 11, 2022, regular DDA agenda.

AUTHORITY MEMBER MITCHELL MOVED, AUTHORITY MEMBER MULDER SECONDED, TO APPROVE THE MAY 11, 2022, AGENDA AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

V. APPROVAL OF MINUTES

- A. Motion** – To approve the Wednesday, April 13, 2022, regular DDA minutes.

AUTHORITY MEMBER MITCHELL MOVED, AUTHORITY MEMBER MULDER SECONDED, TO APPROVE THE APRIL 13, 2022, MINUTES AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE REPORTS – None

VII. STAFF REPORTS

- A. Financial Transactions and Bills** – Mrs. King reviewed the financial transactions and bills.

AUTHORITY MEMBER ARCHER MOVED, AUTHORITY MEMBER MITCHELL SECONDED, TO ACKNOWLEDGE THE PAYMENT OF THE FINANCIAL TRANSACTIONS AND BILLS IN THE AMOUNT OF \$11,218.27. MOTION CARRIED UNANIMOUSLY.

- B. Monthly financial statement** – Mrs. King reviewed the monthly financial statements.

AUTHORITY MEMBER MITCHELL MOVED, AUTHORITY MEMBER ARCHER SECONDED, TO ACCEPT AND PLACE ON FILE THE MONTHLY FINANCIAL STATEMENTS. MOTION CARRIED UNANIMOUSLY

VIII. UNFINISHED BUSINESS –

- A. Bridge Street Plaza Development** – [Action Item] Mrs. King indicated that staff was notified by Mr. Booth that he no longer wished to pursue infill development at Bridge Street Plaza. Staff has worked on ensuring Bridge Street Plaza is redevelopment ready. Would the Authority wish to pursue their Tier 1 Priority of Infill Development of Bridge Street Plaza. Chairman MacDowell reviewed the history of that property and noted that the board had acquired all of the parcels to be in a position to offer a developer the right plan to restore the downtown area.

AUTHORITY MEMBER ARCHER MOVED, AUTHORITY MEMBER FATA SECONDED, TO REQUEST STAFF SOLICIT PROPOSALS FROM DEVELOPERS IN THE MID-MICHIGAN REGION AND BRING THE PROPOSALS BACK TO THE AUTHORITY FOR REVIEW. MOTION CARRIED UNANIMOUSLY.

- B.** Jaycee Park Public Gathering Space – [Action Item] Mrs. King indicated at the meeting on March 9, 2022, staff was asked to evaluate alternative incremental improvements to Jaycee Park after rejecting the bid. Staff received a bid for steps leading down to the performance shelter along the tiered seating area on the southeast side in the amount of \$18,000. Staff is recommending authorization of funding in an amount not to exceed \$20,000 to complete the project.

AUTHORITY MEMBER MULDER MOVED, AUTHORITY MEMBER SOWLE SECONDED, TO APPROVE THE PROJECT FOR CONCRETE STEPS ON THE SOUTHEAST SIDE OF THE TIERED SEATING AT JAYCEE PARK NOT TO EXCEED \$20,000.00. MOTION CARRIED UNANIMOUSLY.

IX. NEW BUSINESS –

- A.** Request from Grand Ledge Chamber of Commerce – Mrs. King indicated that the board had approved temporary amenities in Bridge Street Plaza. Authority Member Hoyes indicated that on behalf of the Grand Ledge Chamber of Commerce they are requesting two of the four tables from Bridge Street Plaza be moved to Jaycee Park to support the Market on the Grand events through the summer.

AUTHORITY MEMBER ARCHER MOVED, AUTHORITY MEMBER FATA SECONDED, TO REQUEST STAFF MOVE TWO PICNIC TABLES TO JAYCEE PARK FOR MARKET ON THE GRAND. MOTION CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION – NONE

XI. COMMUNICATIONS FROM MEMBERS –

Authority Member Mitchell indicate that the library is gearing up for summer reading program, there is a bike safety clinic tomorrow, and there will be many programs for adults this summer. Oceans of possibilities is the theme for the summer reading program.

Authority Member Hoyes indicated that the Farmers Market begins this Saturday. Currently, there are 16 annual vendors and 30 week to week vendors signed up. The Music in The Park concert series is all scheduled and ready to go.

XII. ADJOURNMENT

AUTHORITY MEMBER FATA MOVED, AUTHORITY MEMBER ARCHER SECONDED TO ADJOURN THE MEETING AT 6:23 PM. MOTION CARRIED UNANIMOUSLY.

Vicki Paski, Secretary

Bruce MacDowell, Chairman

User: DPAWLEY
 DB: Grand Ledger
 Balances as of 7/31/2022
 Fund 248 - DDA FUND, Fund 394 DDA Debt Service, 494 DDA Capital Projects

ACTIVITY FOR
 MONTH ENDED
 7/31/2022

Account			
Expenditures			
Department 170.173: ECONOMIC DEVELOPMENT			
	6/3/2022	SUMMARY PR	8.80
	6/17/2022	SUMMARY PR	8.80
	7/1/2022	SUMMARY PR	8.80
	7/15/2022	SUMMARY PR	8.80
	7/29/2022	SUMMARY PR	8.80
	6/14/2022	Art of Adrienne	1,525.00
	6/30/2022	Chase	992.59
	6/14/2022	Thrun Law Firm	475.20
	6/24/2022	Thrun Law Firm	52.80
	6/14/2022	Precision Lawn and Snow	2,396.00
	6/30/2022	Precision Lawn and Snow	2,396.00
	6/14/2022	Deere & Company	20,000.00
	6/14/2022	Viridis Design	2,000.00
	6/30/2022	Consumers	849.56
	7/31/2022	Consumers	860.43
	6/30/2022	Granger	69.46
	6/28/2022	Repco	355.00
	6/28/2022	Jill's Cleaners	2,040.00
		Cell Phone Stipend	8.80
		Cell Phone Stipend	8.80
		Cell Phone Stipend	8.80
		Cell Phone Stipend	8.80
		Cell Phone Stipend	8.80
		Mural	1,525.00
		Flags	992.59
		Bridge St. Due Dilligence	475.20
		Bridge St. Due Dilligence	52.80
		Mow 3 of 7	2,396.00
		Mow 4 of 7	2,396.00
		Utility Tractor	20,000.00
		MEDC Grant Design	2,000.00
		Lighting	849.56
		Lighting	860.43
		Trash	69.46
		Trash liners	355.00
		Cleaning Bathrooms	2,040.00

34,056.04

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	ACTIVITY FOR MONTH 07/31/2022	AVAILABLE		
		AMENDED BUDGET	INCREASE (DECREASE)			NORMAL (ABNORMAL)	BALANCE % BDT USED	
Fund 248 - DDA FUND								
Revenues								
Dept 000.000 - GENERAL								
248-000.000-401.000	CURRENT PROPERTY TAXES	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00	0.00
248-000.000-403.001	PRIOR YR PROP TAX ADJUSTMENTS	(10,000.00)	0.00	0.00	0.00	(10,000.00)	0.00	0.00
248-000.000-573.000	ICSA SHARE APPROPRIATION	52,914.00	0.00	0.00	0.00	52,914.00	0.00	0.00
248-000.000-665.001	INTEREST	0.00	272.75	272.75	272.75	(272.75)	100.00	100.00
Total Dept 000.000 - GENERAL		1,042,914.00	272.75	272.75	272.75	1,042,641.25	0.03	0.03
TOTAL REVENUES								
		1,042,914.00	272.75	272.75	272.75	1,042,641.25	0.03	0.03
Expenditures								
Dept 170.173 - ECONOMIC DEVELOPMENT								
248-170.173-703.000	SALARIES/WAGES	50,000.00	3,505.97	3,505.97	3,505.97	46,494.03	7.01	7.01
248-170.173-719.000	FRINGE BENEFITS	32,500.00	317.54	317.54	317.54	32,182.46	0.98	0.98
248-170.173-731.004	PROMOTIONS & MARKETING	15,000.00	0.00	0.00	0.00	15,000.00	0.00	0.00
248-170.173-741.000	OPERATING SUPPLIES	500.00	26.40	26.40	26.40	473.60	5.28	5.28
248-170.173-801.004	ADMINISTRATIVE	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
248-170.173-802.000	LEGAL FEES	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00
248-170.173-811.000	CONTRACTUAL	895.00	0.00	0.00	0.00	895.00	0.00	0.00
248-170.173-817.000	PROFESSIONAL SERVICES	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00
248-170.173-830.002	SNOW REMOVAL	45,000.00	0.00	0.00	0.00	45,000.00	0.00	0.00
248-170.173-830.003	LANDSCAPE MAINTENANCE	25,000.00	0.00	0.00	0.00	25,000.00	0.00	0.00
248-170.173-830.004	ELECTRIC LIGHTS / POLES	30,000.00	0.00	0.00	0.00	30,000.00	0.00	0.00
248-170.173-830.005	TRASH PICKUP	7,000.00	425.85	425.85	425.85	6,574.15	6.08	6.08
248-170.173-830.006	DECORATIONS	20,000.00	85.74	85.74	85.74	19,914.26	0.43	0.43
248-170.173-830.007	PARKING LOT MAINTENANCE	25,000.00	254.40	254.40	254.40	24,745.60	1.02	1.02
248-170.173-830.008	OPERATIONAL EXPENSE	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00
248-170.173-840.000	INSURANCE	1,854.00	0.00	0.00	0.00	1,854.00	0.00	0.00
248-170.173-977.000	EQUIPMENT	20,000.00	0.00	0.00	0.00	20,000.00	0.00	0.00
248-170.173-997.101	INDIRECT COST CHARGES	90,791.00	0.00	0.00	0.00	90,791.00	0.00	0.00
Total Dept 170.173 - ECONOMIC DEVELOPMENT		384,540.00	4,615.90	4,615.90	4,615.90	379,924.10	1.20	1.20
Dept 905.906 - DEBT SERVICE								
248-905.906-999.101	TRANSFER TO GENERAL FUND	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.00
248-905.906-999.394	TRANSFER TO DDA DEBT SVC FUND	357,047.00	0.00	0.00	0.00	357,047.00	0.00	0.00
248-905.906-999.494	TRANSFER TO DDA CAP PROJ	250,000.00	0.00	0.00	0.00	250,000.00	0.00	0.00
Total Dept 905.906 - DEBT SERVICE		657,047.00	0.00	0.00	0.00	657,047.00	0.00	0.00
TOTAL EXPENDITURES								
		1,041,587.00	4,615.90	4,615.90	4,615.90	1,036,971.10	0.44	0.44
Fund 248 - DDA FUND:								
TOTAL REVENUES		1,042,914.00	272.75	272.75	272.75	1,042,641.25	0.03	0.03
TOTAL EXPENDITURES		1,041,587.00	4,615.90	4,615.90	4,615.90	1,036,971.10	0.44	0.44
NET OF REVENUES & EXPENDITURES		1,327.00	(4,343.15)	(4,343.15)	(4,343.15)	5,670.15	327.29	327.29

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 07/31/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2022 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 394 - DDA DEBT FUND						
Revenues						
Dept 905.906 - DEBT SERVICE						
394-905.906-665.001 INTEREST		200.00	16.35	16.35	183.65	8.18
394-905.906-699.248 TRANSFER FROM DDA		357,047.00	0.00	0.00	357,047.00	0.00
Total Dept 905.906 - DEBT SERVICE		357,247.00	16.35	16.35	357,230.65	0.00
TOTAL REVENUES						
		357,247.00	16.35	16.35	357,230.65	0.00
Expenditures						
Dept 905.906 - DEBT SERVICE						
394-905.906-991.000 DEBT-PRINCIPAL		165,000.00	0.00	0.00	165,000.00	0.00
394-905.906-995.000 DEBT-INTEREST		20,070.00	0.00	0.00	20,070.00	0.00
394-905.906-998.000 DEBT-PAYING AGENT FEES		500.00	0.00	0.00	500.00	0.00
Total Dept 905.906 - DEBT SERVICE		185,570.00	0.00	0.00	185,570.00	0.00
Dept 966.001 - TRANSFERS OUT						
394-966.001-999.305 TRANSFER TO 2016 DEBT SVC FUND		171,477.00	0.00	0.00	171,477.00	0.00
Total Dept 966.001 - TRANSFERS OUT		171,477.00	0.00	0.00	171,477.00	0.00
TOTAL EXPENDITURES						
		357,047.00	0.00	0.00	357,047.00	0.00
Fund 394 - DDA DEBT FUND:						
TOTAL REVENUES		357,247.00	16.35	16.35	357,230.65	0.00
TOTAL EXPENDITURES		357,047.00	0.00	0.00	357,047.00	0.00
NET OF REVENUES & EXPENDITURES		200.00	16.35	16.35	183.65	8.18

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE 07/31/2022	ACTIVITY FOR MONTH 07/31/2022	AVAILABLE		% BDT
		AMENDED BUDGET	NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	INCREASE (DECREASE)	
Fund 494 - DDA CAPITAL PROJECTS FUND								
Revenues								
Dept 900.901 - CAPITAL OUTLAY - PUBLIC IMPROV		0.00		33.19	33.19	(33.19)		100.00
494-900.901-665.001 INTEREST		250,000.00		0.00	0.00	250,000.00		0.00
494-900.901-699.248 TRANSFER FROM DDA								
Total Dept 900.901 - CAPITAL OUTLAY - PUBLIC IMPROV		250,000.00		33.19	33.19	249,966.81		0.01
TOTAL REVENUES		250,000.00		33.19	33.19	249,966.81		0.01
Expenditures								
Dept 900.910 - DDA SIDEWALK CONNECTIVITY		0.00		992.88	992.88	(992.88)		100.00
494-900.910-703.000 SALARIES/WAGES		0.00		75.91	75.91	(75.91)		100.00
494-900.910-719.000 FRINGE BENEFITS		75,000.00		0.00	0.00	75,000.00		0.00
494-900.910-974.006 CONSTRUCTION								
Total Dept 900.910 - DDA SIDEWALK CONNECTIVITY		75,000.00		1,068.79	1,068.79	73,931.21		1.43
Dept 900.911 - JAYCEE PARK PUBLIC GATHERING		175,000.00		0.00	0.00	175,000.00		0.00
494-900.911-974.006 CONSTRUCTION								
Total Dept 900.911 - JAYCEE PARK PUBLIC GATHERING		175,000.00		0.00	0.00	175,000.00		0.00
TOTAL EXPENDITURES		250,000.00		1,068.79	1,068.79	248,931.21		0.43
Fund 494 - DDA CAPITAL PROJECTS FUND:								
TOTAL REVENUES		250,000.00		33.19	33.19	249,966.81		0.01
TOTAL EXPENDITURES		250,000.00		1,068.79	1,068.79	248,931.21		0.43
NET OF REVENUES & EXPENDITURES		0.00		(1,035.60)	(1,035.60)	1,035.60		100.00
TOTAL REVENUES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		1,650,161.00		322.29	322.29	1,649,838.71		0.02
NET OF REVENUES & EXPENDITURES		1,648,634.00		5,684.69	5,684.69	1,642,949.31		0.34
NET OF REVENUES & EXPENDITURES		1,527.00		(5,362.40)	(5,362.40)	6,889.40		351.17

Fund 248 DDA FUND

GL Number	Description	Balance
*** Assets ***		
248-000.000-001.000	CASH	314,004.83
Total Assets		314,004.83
*** Liabilities ***		
248-000.000-257.000	PAYROLL PAYABLE	2,208.97
Total Liabilities		2,208.97
*** Fund Balance ***		
248-000.000-390.000	Fund Balance	416,240.80
Total Fund Balance		416,240.80
Beginning Fund Balance - 21-22		416,240.80
Net of Revenues VS Expenditures - 21-22		(99,409.65)
*21-22 End FB/22-23 Beg FB		316,831.15
Net of Revenues VS Expenditures - Current Year		(5,035.29)
Ending Fund Balance		311,795.86
Total Liabilities And Fund Balance		314,004.83

* Year Not Closed

Fund 394 DDA DEBT FUND

Description	Balance
Assets ***	
00-001.000 CASH	19,097.58
Total Assets	<u>19,097.58</u>
Liabilities ***	
Total Liabilities	<u>0.00</u>
Fund Balance ***	
00-390.000 Fund Balance	18,679.27
Total Fund Balance	<u>18,679.27</u>
Beginning Fund Balance - 21-22	<u>18,679.27</u>
Net of Revenues VS Expenditures - 21-22	401.96
*21-22 End FB/22-23 Beg FB	19,081.23
Net of Revenues VS Expenditures - Current Year	16.35
Ending Fund Balance	19,097.58
Total Liabilities And Fund Balance	19,097.58

t Closed

Fund 494 DDA CAPITAL PROJECTS FUND

GL Number	Description	Balance
*** Assets ***		
494-000.000-001.000	CASH	37,829.31
Total Assets		37,829.31
*** Liabilities ***		
494-000.000-257.000	PAYROLL PAYABLE	1,003.70
Total Liabilities		1,003.70
*** Fund Balance ***		
494-000.000-390.000	FUND BALANCE	155,330.52
Total Fund Balance		155,330.52
Beginning Fund Balance - 21-22		155,330.52
Net of Revenues VS Expenditures - 21-22		(117,469.31)
*21-22 End FB/22-23 Beg FB		37,861.21
Net of Revenues VS Expenditures - Current Year		(1,035.60)
Ending Fund Balance		36,825.61
Total Liabilities And Fund Balance		37,829.31


* Year Not Closed



2017 BEST OF GRAND LEDGE PHOTO CONTEST



62 ENTRANTS
216 PHOTOS



The contest entries included photos of aerial city shots, animals, downtown, neighborhoods, parks and trails, people and events, trees and flowers, etc.



PHOTOS HAVE BEEN UTILIZED
FOR COUNTLESS PROJECTS:



- Board & Commission Priorities
- Cable Channel (City Channel 12)
- Grant Applications & Reports
- Master Plan | Parks & Rec Plan
- New Website Development
- Presentations & Infographics
- Promotional Materials
- Social Media Content
- Water Quality Report



DOWNTOWN
Grand Ledge **DEVELOPMENT**
AUTHORITY

Best of
GRAND LEDGE
2022 Photo Contest

AUGUST 11 - OPEN FOR ENTRIES
OCTOBER 1 - DEADLINE TO ENTER

\$200 Grand Prize (1)

\$100 Runner-Up (1)

\$25 Honorable Mention (8)

The Best of Grand Ledge 2022 Photo Contest

Information on Rules and Entry

Enter the Photo Contest by 11:59 pm, by Saturday, October 1, 2022.

Photographers of all ages are invited to enter their best, “high resolution” images celebrating our community in the Best of Grand Ledge 2022 Photography Contest. Entering is easy and free. For more information visit www.cityofgrandledge.com/410/Photo-Contest/photocontest.

CONTEST DATES:

- Entries will be accepted beginning Thursday, August 11, 2022 through Saturday, October 1, 2022 at 11:59pm
- Photographs entered in the contest can be taken at any time but must be taken within the Grand Ledge city limits
- **Photos must be uploaded no later than Saturday, October 1, 2022, at 11:59pm.**

CRITERIA: The mission of the contest is to celebrate the splendor and allure of the City of Grand Ledge, therefore all photos entered must be taken within the city limits. Photos taken outside of the City are not eligible for submission or voting. Please note that low resolution images that cannot be well reproduced in printed materials will be disqualified. Be sure to set your camera or smartphone settings to the highest possible resolution for best results.

The City will display the entries online beginning at 12:00 p.m. on Tuesday, October 4, 2022 and ask the public to select up to 10 of their favorite images. The City will identify 10 images that have received the most votes and a committee of the Downtown Development Authority will select final winners and award the following prizes:

- Grand Prize: One image will be selected to receive a \$200.00 cash prize and official recognition at a Downtown Development Authority meeting
- Runner-Up: One image will be selected to receive a \$100.00 cash prize and official recognition at a Downtown Development Authority meeting
- Honorable Mention: Eight images will be selected to receive a \$25.00 cash prize and official recognition at a Downtown Development Authority meeting

Winners will be notified by email and announced in November 2022. All contest entries are eligible to be featured in city-wide publications of print and electronic media.

SUMMARY OF CONTEST RULES:

(For Official Rules for the Best of Grand Ledge 2022 Photo Contest, visit

<https://cityofgrandledge.com/410/Photo-Contest>)

- No entry fees.
- Photos must be taken within the Grand Ledge city-limits and must be deemed suitable for publishing by the City.

- In submitting photos, you are granting the City of Grand Ledge permission and the right to publish (and/or) post your photos to the internet, television, and any printed materials without any compensation or any other consideration.
- Persons entering the contest agree to forever hold harmless the City of Grand Ledge from any liability caused from the publishing or posting of submitted photos of the contest.
- Open to photographers of all skill levels and of any age.
- Minors under the age of 18 years old may enter but must have their legal parent or guardian submit the entry on their behalf.
- Employees of the City of Grand Ledge, members of the Downtown Development Authority's voting committee, and all their immediate families are NOT eligible to win any prize monies but are welcome to enter the contest.
- Maximum of five (5) photos allowed with entry, per photographer.
- Photographers may only enter the 2022 Photo Contest one (1) time.
- Photographers are only eligible to win one (1) cash prize The City will have a total of ten (10) different prize winners for this contest.
- Photos with recognizable persons can only be entered with a signed Model Release Form. Visit <https://cityofgrandledge.com/410/Photo-Contest> to download this form.
- The City reserves the right to reject any entry based on criteria.
- No print or emailed entries will be accepted. Only electronic files, uploaded via <https://cityofgrandledge.com/410/Photo-Contest> will be accepted.
- **The deadline to enter the contest is Saturday, October 1, 2022, at 11:59pm.** The City assumes no responsibility for late, lost, misdirected, or damaged entries.
- By submitting, photographers must agree to the following:
 - I hereby give permission to the City of Grand Ledge, or anyone authorized by the City to use and/or reproduce any or all digital images for any purpose including multi-media publications (any print materials, internet, broadcast television, presentation, and internal City use) without compensation or any other consideration to me.
 - I understand that my submittal may be used in its entirety or in part and may be revised or combined with other images for use by the City and its designees without recognition.
 - I understand that any digital images submitted will become and remain property of the City.
 - I understand that any digital images submitted may be reviewed by the public and may be displayed in City and non-City facilities.
 - I have received permission and have submitted signed Model Release Forms from all persons in the photograph(s) for use of their image as part of my entry into the 2022 Photo Contest. Visit <https://cityofgrandledge.com/410/Photo-Contest> to download this form.
 - I certify that the photos I submitted are unique and original, taken by me, and does not infringe upon any copyright or patent.
 - I certify that I have read and understand the Official Rules of the Best of Grand Ledge 2022 Photo Contest. Visit <https://cityofgrandledge.com/410/Photo-Contest> to view/download the Official Rules.
- Any submission received after the entry deadline will not be eligible for cash prizes.

SUBMIT YOUR PHOTOS at <https://cityofgrandledge.com/410/Photo-Contest>: Entering is easy and free! Limit: up to five (5) photos per photographer. Photographers may only enter the 2022 Photo Contest one (1)

time. All entries must be completed via the portal at <https://cityofgrandledge.com/410/Photo-Contest>, submitted by **Saturday, October 1, 2022 at 11:59pm**, and include the following to be eligible:

1. Release Form with Name, Age, and Contact Information of Photographer

1a. Completed Release Form for person entering the contest. Visit <https://cityofgrandledge.com/410/Photo-Contest> to download this form.

1b. Name, Age, and Contact Information of Legal Parent or Guardian, if Photographer is under the age of 18 years old.

3. Agreement to the Best of Grand Ledge 2022 Photo Contest Official Rules

3a. Visit <https://cityofgrandledge.com/410/Photo-Contest> to view/download the Official Rules.

INFORMATION: The information contained in these official rules is for reference only and is subject to change. The City of Grand Ledge reserves the right to revise, amend, or repeal these basic contest rules at any time.

JUDGING: The City will display the entries online by 12:00 p.m. on Tuesday, October 4, 2022 and ask the public to select up to 10 of their favorite images by 11:59 p.m. on Sunday, October 16, 2022. The City will compile 10 images that received the most public votes and will provide the images to a committee of the Downtown Development Authority who will select final winners and award the prizes. The committee will only see the same information provided to the public: the image of the photo and the photo name given by the entrant. Committee members will not be given any other identifying information about the photo entrant such as name, address, age, etc. The committee will be judging based on the quality of the photo, suitability for future promotional use, and how well the image captured the essence of Grand Ledge, in their sole opinion.

ADDITIONAL INFORMATION: Any costs associated with preparing or entering the Best of Grand Ledge 2022 Photo Contest are the Entrant's sole responsibility and will not be reimbursed by the City of Grand Ledge.

The City reserves the right to reject any or all entries, to award prizes and/or provide recognition to entries, to accept any or all alternatives, to waive irregularities and/or informalities and, in general, to make the award in any manner deemed by it, in its sole discretion, to be in the best interest of the City.