

**DOWNTOWN DEVELOPMENT AUTHORITY
IN THE COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.
GRAND LEDGE, MI 48837**

**MINUTES – REGULAR MEETING
WEDNESDAY, APRIL 13, 2022 - 6:00 P.M.**

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

II. PLEDGE OF ALLEGIANCE –

III. AUDIENCE PARTICIPATION – None

IV. APPROVAL OF REGULAR AGENDA

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

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

V. APPROVAL OF MINUTES

- A. Motion** – To approve the Wednesday, March 9, 2022, regular DDA minutes.

AUTHORITY MEMBER AUGUSTINE MOVED, AUTHORITY MEMBER MITCHELL SECONDED, TO APPROVE THE MARCH 9, 2022, MINUTES AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

VI. COMMITTEE REPORTS – None

VII. STAFF REPORTS

- A. Financial Transactions and Bills**

Mr. Smith reviewed the financial transactions and bills.

AUTHORITY MEMBER AUGUSTINE MOVED, AUTHORITY MEMBER PASKI SECONDED, TO ACKNOWLEDGE THE PAYMENT OF THE FINANCIAL TRANSACTIONS AND BILLS IN THE AMOUNT OF \$8,342.84. MOTION CARRIED UNANIMOUSLY.

- B. Monthly financial statement**

Mr. Smith reviewed the monthly financial statements.

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

- C. Grand Ledge Area District Library Letter**

Mr. Smith shared the correspondence from the Grand Ledge Area District Library letter explaining their ten year millage expired on December 31, 2021. The library is seeking a new millage on the August ballot. This new library millage will be exempted from the DDA tax capture. Authority member Mulder indicated he wanted to thank the library for the millage that was received in the

last ten years. Chairman MacDowell also indicated he appreciates all the library does for the community. Authority member Mitchell indicated that the library looks forward to more collaboration between the library and the DDA.

D. Update on Parking lot items

Mrs. King indicated that the DDA entered into a public/private partnership with the First United Methodist Church and we will mill and fill the parking lot. The bid came in at \$45,000 and is expected to be done on or around May 16, 2022. The agreement calls for signage to be provided to the church for them to use during their events such as weddings or funerals. Crack filling has been bid out and the DDA's portion is expected to be between \$1,500 and \$2,000. This is an ongoing maintenance item that is included in the current and future budgets.

Mr. Augustine left at 6:25 pm

VIII. UNFINISHED BUSINESS –

IX. NEW BUSINESS –

A. Downtown Streetscape – RAP Grant submission

Mr. Smith indicated that the Michigan Economic Development Corporation Revitalization and Placemaking (RAP) Program application deadline is June 3rd. There are match requirements associated with the grant. This project is in line with many of the DDA priorities and staff recommends we apply for the grant.

AUTHORITY MEMBER MULDER MOVED, AUTHORITY MEMBER FREDERICKS SECONDED, TO MOVE FORWARD WITH SUBMITTING A GRANT APPLICATION TO THE MEDC AND ALLOCATE \$10,000 FOR CONTRACTED PRELIMINARY DESIGN SERVICES. MOTION CARRIED UNANIMOUSLY.

B. FY 23 Budget Recommendation to City Council –

AUTHORITY MEMBER MITCHELL MOVED, AUTHORITY MEMBER PASKI SECONDED, TO RECOMMEND APPROVAL OF THE FISCAL YEAR 2023 BUDGET TO CITY COUNCIL. MOTION CARRIED UNANIMOUSLY.

X. AUDIENCE PARTICIPATION – NONE

XI. COMMUNICATIONS FROM MEMBERS –

Authority Member Hoyes indicated that the Grand Ledge Chamber Annual Dinner is in two weeks. There are 120 guests at this point. At the dinner they recap events of the past year and provide awards to individuals in multiple categories. The Grand Ledge High School band will perform at the event. In May and June the Market on the Grand and Music in the Park will begin.

Authority Member Mitchell indicated that the Grand Ledge Area District Library will host a champion morel mushroom hunter at the library at 6pm..

Authority Member Fredericks indicated the band Global Village will celebrate its 30th anniversary on July 9th at the Loft in Lansing. Tickets are on sale at the Global Village website. This will be a once in a lifetime event. The original band from 1992 will reunite for this event.

XII. ADJOURNMENT

AUTHORITY MEMBER FREDERICKS MOVED, AUTHORITY MEMBER PASKI SECONDED TO ADJOURN THE MEETING AT 6:57 PM. MOTION CARRIED UNANIMOUSLY.

Vicki Paski, Secretary

Bruce MacDowell, Chairman