

GRAND LEDGE DOWNTOWN DEVELOPMENT AUTHORITY

319 TAYLOR STREET
GRAND LEDGE MI 48837
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MINUTES – REGULAR MEETING
WEDNESDAY, FEBRUARY 9, 2011
6:00 P.M.
COUNCIL CHAMBERS, CITY HALL
200 E. JEFFERSON ST.

I & II. ROLL CALL- Bruce MacDowell called the meeting to order at 6:00 p.m.

Present: Terrance Augustine, Mayor Kalmin Smith, Bruce MacDowell, Dave Jonas, Ben Cwayna, Bob Brown, Karl Glarner (6:10 – 7:30), Jason Barclay, Jim Church, Keith Mulder, Jan Mowery (left 7:50), Susan Sasse

Absent: Christine Carter

Also Present: Mark Sullivan, Tim Lea

III. PLEDGE OF ALLEGIANCE

IV. AUDIENCE PARTICIPATION - None

V. APPROVAL OF REGULAR AGENDA (CHANGES TO AGENDA) - A request was made to add #2 under Committee Reports – West Front St. Parking Lot subcommittee. Ms. Sasse made a motion to approve the agenda as amended. Ms. Mowery supported the motion. The motion carried. 11 Yes 0 No.

VI. APPROVAL OF THE MINUTES - Mr. Augustine made a motion to approve the Minutes of the General Meeting of December 8, 2010. Mr. Brown supported the motion. The motion carried. 11 Yes 0 No.

VII. TREASURER'S REPORT -

- 1. Payment of bills:** There was one additional bill for electrical work in the amount of \$137.88 Mr. Augustine made a motion to pay the bills as presented. Ms. Sasse supported the motion. The motion passed. 11Yes 0 No.
- 2. Financial Statement-** The Budget Draft for Fiscal Year 2012 was included in the packet. Mr. Sullivan listed the dates the bonds will be due as information. The budget will be reviewed for approval during the June City Council Meeting.

VIII. COMMITTEE REPORTS -

- 1. Marketing -** A meeting was held on January 19, 2011. Many people attended from organizations such as the St. Patrick's Day Celebration, Chamber of Commerce, Color Cruise, etc. All who attended were interested in coordinating efforts and compiling information.
- 2. West Front St. Parking Lot Sub-Committee -** The committee met with Mr. Foster to review the engineering costs. The Engineering costs look to be about \$17,000 less than anticipated. The committee will meet again with Mr. Foster and then make a presentation to the board.

IX. OLD BUSINESS -

- 1. Update on W. Front St. Parking Lot-** Power has been laid underground to all of the buildings. Cable will be moved soon and then the poles can come down. Gas should be taken care of in April. Changes in the phone service have not been scheduled as yet. The back of the building owned by Terry Hanks (223 North Bridge St.) has been found to be unstable. The structural engineer sent a letter to Mr. Hanks. Mr. Sullivan will check to make sure the Building Inspector also received a copy of the letter. The decking being built behind the buildings cannot be anchored to that particular building. Poles will be sunk to support the bridge.

2. **Main Street Update** - Interest in the program seems to be waning. Grand Ledge can pull out of the program now and reapply in the future if there is a desire to do so. Mr. Sullivan will let the Main Street people know that Grand Ledge is not ready to progress to the next level and would like to step back. Mayor Smith made a motion to direct Mr. Sullivan to withdraw from the program for the time being until the community is ready. Mr. Brown supported the motion. The motion carried 11 Yes 1 No

X. NEW BUSINESS -

1. **Visioning for the Future**- The only items from the previous plan that have not been addressed are the City Hall/Police Station structure and signage. Mr. Brown presented several methods that could be used to compile information. Mr. Brown and Ms. Mowery have been working on what is needed for a new plan but are open for any others to join them who are interested. They recommended an outside facilitator be retained as was done the last time there was a Visioning Session. Mr. Augustine is on the Marketing committee and would like to participate with the Visioning. He would like to see both committees work together. It was suggested that Mr. Sullivan could resend the information to the Grand Ledge Independent explaining what the DDA is. Mr. Sullivan suggested that the facilitator should be retained first so that he/she could make recommendations on ways to get the best responses.

- XI. DIRECTOR'S COMMENTS** - Mr. Sullivan asked for opinions regarding mailing vs. emailing the monthly packets. It was decided that the information would be emailed to everyone and hard copy would be mailed to those who wish to receive it that way. Mr. Pantera is putting together plans for the new marquee. Mr. Sullivan has reminded him that the DDA must be shown the plans for approval in order for him to receive funds from the façade program. Mr. Sullivan has also received some plans from Tim Lea for renovations to the second floor apartments at 226 – 228 N. Bridge St. The assessor will look at the plans to give an idea as to what the new assessments would be. With this information Mr. Sullivan can estimate what the added income to the DDA would be. Mr. Sullivan announced to the board that Cathy Norton, the Recording Secretary had tendered her resignation. She was given a plaque thanking her for her many years of service to the DDA, signed by Bruce MacDowell, Chairman. Ameer King will be taking the Minutes.

- XII. MEMBER CONCERNS** - Mr. Augustine brought up a discussion on whether the skating rink on the new ball field is feasible. The new grass has affected the ability to flood the field. The skating rink and warming hut have been the most expensive program run by Parks and Rec. Mr. Augustine extended an invitation to a reception to be held at Piece of Mine on February 23 at 6:30 to announce the design winners of the mural. Six entries are going to be combined to create the complete design. There will be three Saturdays in March for painting. Mr. MacDowell referred to the note received from the Opera House Authority thanking the DDA for the demolition of the house that they owned on 141 East River St.

- XIII. ADJOURN**- The meeting was adjourned at 8:15 p.m. The next meeting is March 9, 2011 at 6:00 p.m.

Minutes recorded and transcribed by Cathy Norton

Robert Brown, Secretary

Date Minutes Approved