

GRAND LEDGE DOWNTOWN DEVELOPMENT AUTHORITY
319 TAYLOR STREET
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MINUTES – REGULAR MEETING
WEDNESDAY, JANUARY 11, 2012
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, David Jonas, Chris Fata, Christine Carter, Mayor Kalmin Smith, Bob Brown, Rachel Schroeder-Paxton, Melanie May, Keith Mulder, and Ben Cwayna.
Absent: Jason Barclay, Karl Glarner
Also Present: Economic Development Director Mark Sullivan, Assistant City Administrator Ameer King, and Engineer Jim Foster.
- III. PLEDGE OF ALLEGIANCE -**
- IV. AUDIENCE PARTICIPATION -** None
- V. APPROVAL OF REGULAR AGENDA -** Mr. Mulder moved to approve the agenda as amended. Mr. Cwayna supported the motion. Motion carries 11 to 0.
- VI. APPROVAL OF MINUTES -** Mr. Augustine moved to approve the minutes. Mr. Brown supported the motion. Motion carries 11 to 0.
- VII. TREASURERS REPORT -**
- 1. Payment of bills -** Mr. Sullivan reviewed the bills to be paid. The largest bill is to Craig Electric for changing out the lights. Ms. Carter had some questions on the snow plowing bill. Mr. Sullivan indicated that there was an issue that has been resolved with how much we were being charged. The reason for a higher bill is the addition of the Front Street Parking Lot. There was also a question raised as to why we haven't paid the Frontier bill since August. Mr. Sullivan indicated that some of the reoccurring bills are automatically paid and there have been times he doesn't receive a copy of the bills after their paid. Mr. Mulder moved to approve the payment of bills. Mr Augustine supported the motion. Motion carries 11 to 0.
- 2. Financial Statement -** Mr. Sullivan reviewed the financial statements. There is \$20,000 set aside for Sandborn Construction from the Front Street Parking Lot project. Most likely we will have about \$600,000 in our fund balance. It is time to plan for FY 2012 budget. 86% of our budget we do not control. Initially we will use last years figures and put together some general numbers. The left over bond money can be used for another parking lot or for bond payments. The City Administrator is predicting a 3-4% decrease in property tax revenue. The in-direct cost plan will double for FY 12 due to the additional services from the Treasurer for the bond and parking lot project. The debt service will drop some so it should cover the additional in direct costs. Mr. Augustine and Mr. Fata asked additional questions.
- VIII. Committee Reports**
- Maintenance Committee -** Mr. Sullivan reported that the Committee met at the Opera House. The main issue is that water drains off the library parking lot across River Street and then floods over the sidewalk into the Opera House office. The handicap ramp running from the sidewalk into River Street has a small rise up and then a slope that goes to the side entrance of the Opera House offices. The two drainage basins for water drainage were poorly located at the curb. Since the most serious problem is the water going into the office area, the Committee focused on that first. The simplest solution is to eliminate the handicap ramp and put in a regular curb, which could be done this winter. The Committee requested Mr. Foster to speak

with Harlan MacDowell about the elimination of the handicap ramp and to come up with a cost estimate for the Board. If this does not solve the problem other solutions can be looked at in the spring. Mr. Foster indicated that he spoke with Mr. MacDowell and he would prefer the sidewalk was put back in because of the additional landscaping that would need to be maintained. Ms. May indicated that they were looking at re-doing the plantings at that area in the spring. If the DDA could stabilize it with mulch now, then we could figure out what we'll put in there in the spring. Mr. Augustine moved to approve the recommendation of the Maintenance Committee and moving forward with Mr. Foster overseeing the project of replacement of the curb, and authorize Mr. Sullivan to oversee the project. Ms. Carter supported the motion. A roll call vote was taken. Motion carries 11 to 0.

Dave Jonas - yes

Ben Cwayna - yes

Christine Carter - yes

Rachel Schroeder - yes

Melanie May - yes

Keith Mulder - yes

Chris Fata - yes

Bruce MacDowell - yes

Kalmin Smith - yes

Bob Brown - yes

Terrance Augustine - yes

IX. Old Business -

1. Sale of 214 Madison Street Property - Ms. King updated the Committee. The buyer has backed out of the deal due to financial problems. Mr. Pantera will move forward with listing the house and is confident that it will sell quickly. The tenants that left owe approximately \$2,100. Ms. King indicated that she would proceed with contacting an attorney, trying to recoup the money that is owed by the tenants. The Board was in consensus with recouping the rent owed as long as the costs do not exceed the income.

2. Report on Opera House Water Damage - See above Maintenance Committee report.

3. Downtown Benches - different ideas - Mr. Sullivan indicated that Mr. Bill Morey, Street Supervisor, came to him with a possible solution for the downtown benches. Mr. Morey built a bench out of pressure treated deck boards. (Pictures included with the packet) The treated wood is quite a bit cheaper than using the synthetic boards and needs very little maintenance. They would be treated with a water repellent periodically and if any boards were damaged they could be replaced easily. The treated boards would cost around \$40 per bench whereas the synthetic boards would be around \$214. Mr. Augustine moved to approve this bench replacement plan. Ms. Carter supported the motion. Motion carries 11 to 0. Mr. Mulder indicated that this type of wood requires specialized screws and may not react well with the metal frame. Mr. Sullivan will check into this issue with Mr. Morey.

X. New Business

1. Renovation Grant for Bruce MacDowell - Mr. Sullivan indicated that Mr. MacDowell has been working with MSHDA to obtain a grant for apartments above his store at Jefferson and Bridge. We have discussed this previously. He has already indicated that he was interested in a grant for that. The Assessor reviewed the plans. Unfortunately the Assessor discovered that Mr. MacDowell has been over assessed for several years, so there will not be much of an increase after the apartments are done. For a \$275,000 renovation the assessment would increase by \$28,000. The Renovation Committee may want to review this further. We may want to contact the Assessor and find out what the building should have been assessed at and see what can be done with the formula. Mr. Brown raised a concern over the formula, that it seems one formula is laid over another formula and its confusing. The Board requested that the Renovations Committee review this and come back with a recommendation.

XI. Directors Comments - Mr. Sullivan went over the memo in the packet which summarized the DDA's accomplishments in 2011.

Members Comments - Mr. Augustine asked the Mayor to update the Board on the Greenwood School issue.

Mayor Smith indicated that there has been no progress on acquiring the Greenwood School. The schools have indicated that enrollment is up and they may be re-opening Greenwood.

Mr. Mulder reported that a constituent of his indicated that the porous pavement in the Front Street Parking lot seems to be shedding quite a bit of glass. The City received the grant for the Jaycee Park Boat ramp. This board did semi-commit to helping out with this project.

Mr. Jonas asked Mr. Sullivan how the Preston's sewer project turned out? Mr. Sullivan indicated that Mark everything's resolved.

Mayor Smith reported that there is a company out of Indianapolis that have a proposal in front of the aeronautics division to construct 63 wind turbines in Oneida Township. It may be in the process of becoming controversial. The Airport Commission has sent letters of objection to the F.A.A., etc. The National Guard facility sent similar letters. It is a safety issue. There is some question about the doplar radar from channel 10 being affected. There is a lot of stuff going on with this. Mayor Smith also indicated that there may be some changes coming up with the LDFA. We contacted a couple of Universities to see if they would like to put a campus here in Grand Ledge. Baker College is showing a lot of interest.

Mr. Mulder reported that the Koronotis building (104 W. Scott) is for sale. This board has been interested in the property in the past for additional parking. Chuck Pantera went to the Planning Commission asking if it might be possible to put a daycare in that building. If the Planning Commission indicates its o.k. to do that Chuck will buy the building. It will be listed for \$139,000. Mr. Sullivan added that if Chuck Pantera buys the building, maybe something could be worked out on the parking lot.

Ms. Schroeder indicated that she would like to volunteer for any Committee assignments.

XII. ADJOURN - Mr. Augustine moved to adjourn at 7:12 p.m.. Ms. Carter supported the motion. Motion carried unanimously.

Minutes recorded and transcribed by Amee King

Robert Brown, Secretary

Date Minutes Approved