

GRAND LEDGE DOWNTOWN DEVELOPMENT AUTHORITY
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MINUTES – REGULAR MEETING
WEDNESDAY, FEBRUARY 13, 2013
6:00 P.M.
COUNCIL CHAMBERS, CITY HALL
200 E. JEFFERSON ST.

I & II. ROLL CALL - Bruce MacDowell called the meeting to order at 6:01 p.m.

Present: Terrance Augustine, Mayor Kalmin Smith, Chris Fata, Keith Mulder, David Jonas, Christine Carter, Bob Brown, Rachel Schroeder, and Ben Cwayna.

Absent: Melanie May, Karl Glarner, and Jason Barclay.

Also Present: Economic Development Director Mark Sullivan, and Assistant City Administrator Amee King.

III. PLEDGE OF ALLEGIANCE -

IV. AUDIENCE PARTICIPATION -

V. APPROVAL OF REGULAR AGENDA - Mr. Sullivan asked that an item be added to Committee Reports for the Finance Committee. Mayor Smith asked that an item be added under New Business for a brief report. Mr. Mulder moved to approve the agenda as amended. Mr. Brown supported the motion. Motion carries 8 to 0.

VI. APPROVAL OF MINUTES - Mr. Mulder made a motion to approve the minutes of the December 12, 2012 meeting as presented. Ms. Carter supported the motion. Motion carries 8 to 0.

Rachel Schroeder arrived at 6:05 p.m. Terrance Augustine arrived at 6:06 p.m.

VII. TREASURERS REPORT -

1. Payment of bills - Mr. Sullivan reviewed the bills to be paid. Questions were raised about the repair of a lamp. Mr. Sullivan will bring back additional information to the next meeting. Mr. Mulder made a motion to approve \$17,827.98 in bills. Mr. Cwayna supported the motion. Motion carries 10 to 0.

2. Financial Statement - Mr. Sullivan reviewed the financial statements. A question was raised as to how long was the commitment on the fire truck was and how far are we into that commitment? Mr. Sullivan responded that it's a few more years.

VIII. Committee Reports -

1. Maintenance Committee - Mr. Sullivan indicated the Maintenance Committee met to discuss signage. The Committee agreed to recommend the following: 1. That we identify all of the places that need to be shown on the signs. We should contact other groups (Planning Commission, Police Department, Parks & Recreation, etc.) 2. We indicate to the Mayor and City Council the need to choose a new logo as soon as possible. 3. We work on the prioritizing signs as to location, need for direction, and effect on the DDA district.

At this time we should probably take input from the other Committee's, etc. to create a wish list. There will be space limitations per sign. Mayor Smith indicated that he was involved in a meeting today about branding. The City will most likely do a request for proposals to help create the logo/brand. The City has some limitations such as what can be put on some signs, such as street signs. That is regulated by the Federal government. Mr. Mulder indicated that his company has been looking at their branding at this time and it hasn't changed much over 40 years. Mr. Mulder suggested that a group of DDA members might like

to form a sub committee on this and he would like to see a simple logo. Mayor Smith suggested we might want to have a contest to come up with a mural for the new City Hall. Mr. Sullivan indicated that we will proceed with deciding where the signs should go and will continue this discussion.

2. Finance Committee - Mr. Sullivan indicated that the Finance Committee met in January to discuss a funding request from Sun Theater. The Committee concluded: The Committee decided that they would not recommend that the DDA provide a grant to fund a portion of the projector. They would consider a program in which some value was returned to the DDA for any monies invested in the Theater. Mr. Pantera should come up with one or more possible suggestions as to how this might work. He can approach the Finance Committee members individually or DDA staff to discuss his ideas. If a reasonable program could be established, Mr. Pantera could bring it to the Finance Committee for their review.

There was a discussion about other businesses coming forward asking for funds. For example, if a restaurant burns down, asking the DDA to replace their kitchen. The other side is most businesses would increase their fees to cover the additional costs, where Mr. Pantera is not doing that. Mr. Augustine made a motion to accept the Finance Committees recommendation. Mr. Cwayna supported the motion. Motion carries 8 to 1. Ms. Carter abstained.

IX. Old Business - Mr. Cwayna indicated that we have collected all of the rental money from the Madison Street house.

X. New Business

1. Jaycee Park & Riverview Master Plan - Mr. Sullivan indicated that Mr. Bayless wanted me to pass on to the group that the City Council has approved a contract with a Beckett & Raeder to complete the Jaycee Park & Riverview master plan. This company will also prepare a grant application for anything that might be available. Mr. MacDowell indicated that the original amount for this project was \$5,000, and that was increased to \$7,600. \$2,500 from DDA, \$2,500 from Park & Rec., and \$100 from Planning. Mr. Mulder indicated that he thought the last \$2,500 will come from general fund.

2. Mayors Report - Mayor Smith indicated the City is in the process of working with the storm water management program. We have taken steps to educate residents about the dangers of pollutants going into the water system, etc. Another part of the process is adopting an ordinance, which will be put in front of the City Council soon. The ordinance would regulate retention ponds, etc. Mr. Mulder added that the City does not have much say about what is in the ordinance.

Mayor Smith indicated that he forwarded information on dam removal to everyone on the board. Mr. Dave Borgeson, who is retired from the State department that worked on these issues, provided the information.

XI. Directors Comments - Mr. Sullivan indicated we are doing very well with the savings on the LED lights. We're saving approximately \$1,000 a month.

Members Comments - Mr. Mulder asked about the Enerco lot. (The wall was hit and destroyed by a delivery truck). Mrs. King indicated that she is in the process of getting bids. The company who's driver hit the wall will be paying for the replacement of it.

Mr. Macdowell indicated that some of the brick pavers are going to need to be replaced.

XII. ADJOURN - Mr. Mulder made a motion to adjourn the meeting at 7:05 p.m. Mr. Augustine supported the motion. Motion carries 9 to 0.

Minutes recorded and transcribed by Amee King

Robert Brown, Secretary

Date Minutes Approved