

GRAND LEDGE DOWNTOWN DEVELOPMENT AUTHORITY
310 GREENWOOD STREET
GRAND LEDGE MI 48837
(517) 622-5256

MINUTES – REGULAR MEETING
WEDNESDAY, JULY 09, 2014
6:00 P.M.
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.

- I & II. ROLL CALL** - Keith Mulder called the meeting to order at 6:12 p.m.
Present:, Terrance Augustine, Bob Brown, Jason Barclay, Ben Cwayna, David Jonas, and Rachel Schroeder.
Absent: Bruce MacDowell, Michael Fredericks, Gary Burt, Mayor Kalmin Smith, Karl Glarner, and Chris Fata.
Also Present: Economic Development Director Mark Sullivan and Assistant City Administrator Ameer King.
- III. PLEDGE OF ALLEGIANCE** -
- IV. AUDIENCE PARTICIPATION** -
- V. APPROVAL OF REGULAR AGENDA** - Mr. Jonas requested to add under New Business 1. Dam Report. Mr. Cwayna made a motion to approve the agenda as amended. Mr. Augustine supported the motion. Motion carries 7 to 0.
- VI. APPROVAL OF MINUTES** - Mr. Augustine made a motion to approve the minutes of the June 11, 2014 meeting as presented. Mr. Jonas supported the motion. Motion carries 7 to 0.
- VII. TREASURERS REPORT**
- 1. Payment of bills** - Mr. Sullivan reviewed the bills to be paid. Mr. Mulder indicated we looked this over in Finance and did not have any questions. Mr. Barclay made a motion to approve \$11,769.69 for payment of July's bills. Mr. Augustine supported the motion. Motion carries 7 to 0.
- 2. Financial Statement** - Mr. Sullivan reviewed the financial statements for both fiscal years.
- VIII. Committee Reports**
- 1. Finance Committee** - Mr. Sullivan indicated that the Finance Committee today at 5 p.m. They requested staff to move forward with locking up the porta potties.
- 2. Landscape Committee** - Mr. Sullivan indicated that this Committee met a week ago. They are very concerned about quality of landscaping or the lack thereof. Staff has been documenting the lack of work being done, contacted Mr. Edmonds via e-mail and voice mail, and sent a letter to MGM Services on June 16th addressing our concerns. Over next couple of weeks nothing was done. Staff then gave all the history and information to the Landscape Committee. The Landscape Committee recommended and the Finance Committee also recommended to terminate the contract with MGM Services.
- IX. Old Business**
- 1. Signage Program** - Mr. Sullivan indicated that the City recently chose a logo. We should look at the design of our signs and possibly incorporate the Logo. This will need to go back to the State for approval. After we receive approval we can look at replacement of existing signs and purchase of new signs. We can also look into incorporating this into the banners. Mr. Mulder added that when the City Council approved the logo with several versions for ease of use. The Council also made the motion that all City Departments

use the same logo with a 5 year implementation period. The Board requested that staff bring a copy to the next meeting.

X. New Business -

1. Landscape Maintenance Contract with MGM Services - Mr. Sullivan indicated that both Landscape Committee and the Finance Committee recommended canceling the contract with MGM Services. Mr. Edmonds was notified of his right to appear before the board and he declined. The Landscape Committee had requested staff to contact the contractors who previously submitted bids to find out if they were able to fit it into their schedule this season. There were a few available, but not all of them. The pricing was not discussed yet either. There was another individual also suggested. Mr. Sullivan suggested that the Board may want to give the Finance Committee the authority to hire another contractor so that this doesn't get any worse than it is already.

Mr. Augustine made a motion to terminate the contract with MGM Services. Mr. Jonas supported the motion. Motion passed 7 to 0. The Board requested Mr. Sullivan to send a termination letter to Mr. Edmonds, giving him until the end of the month per the contract.

Mr. Augustine made a motion to give the Finance Committee the authority to hire a landscaper to start immediately. Mr. Jonas supported the motion. Mr. Brown indicated that Committees do not have the authority to enter into a contract, however, the Director Mr. Sullivan does. Mr. Augustine amended his motion to give Mr. Sullivan the authority to hire a landscaper. Mr. Jonas supported the amendment. Motion carried 7 to 0. Mr. Cwayna offered to review the letter after Mr. Sullivan drafts it. Mr. Sullivan and Mrs. King will work with the Landscape Committee on hiring a new landscaper.

2. Dam report and pictures - Mr. Jonas reviewed the pictures he took during the dye test completed on the dam. There was a big gush of dye by the fish ladder, which then swirled around and came back so it was hard to determine if the area around the gates was leaking.

XI. Directors Comments - Mr. Sullivan had nothing else to add.

Members Comments - Mr. Brown inquired on the status of the boat ramp project.

Mr. Mulder indicated that as most of you know Mr. Bayless has retired. Mr. LaHaie has been appointed as the acting City Administrator. We are in the process of finding a new Administrator. We had 28 candidates and will conduct 5 interviews on July 21st and 23rd.

XII. ADJOURN - Mr. Augustine made a motion to adjourn the meeting at 7:17 p.m. Mr. Brown supported the motion. Motion carries 7 to 0.

Minutes recorded and transcribed by Ameer King



Robert Brown, Secretary

9/10/14

Date Minutes Approved