GRAND LEDGE DOWNTOWN DEVELOPMENT AUTHORITY
319 TAYLOR STREET
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MINUTES – REGULAR MEETING
WEDNESDAY, MARCH 12, 2014
6:00 P.M.
COUNCIL CHAMBERS, CITY HALL
200 E. JEFFERSON ST.

I & II. ROLL CALL - Bruce MacDowell called the meeting to order at 6:02 p.m.
Present: Gary Burt, Terrance Augustine, Bob Brown, Chris Fata, Michael Fredericks, Ben Cwayna, David Jonas, and Keith Mulder.
Absent:, Mayor Kalmin Smith, Karl Glarner, Gary Burt, Rachel Schroeder, 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. Jonas requested the River Street Construction be discussed first since Mr. LaHaie is here. Mr. Burt made a motion to approve the agenda as presented. Mr. Brown supported the motion. Motion carries 9 to 0.

VI. APPROVAL OF MINUTES - Mr. Burt made a motion to approve the minutes of the February12, 2014 meeting as presented. Mr. Augustine supported the motion. Motion carries 9 to 0.

VII. TREASURERS REPORT
1. Payment of bills - Mr. Sullivan reviewed the bills to be paid. Mr. Mulder made a motion to approve $25,192.69 for payment of March's bills. Mr. Fredericks supported the motion. Motion carries 9 to 0.

2. Financial Statement - Mr. Sullivan reviewed the financial statements. There was an issue at the County which may mean an adjustment of approximately $30,000. An update will be sent to the Board when it gets resolved.

Mr. Brown left at 7:02 pm.

VIII. Committee Reports
1. MEDC Grant - Mr. Sullivan indicated that the Grant sub committee members met this morning. There were several issues discussed such as roof design, having separate components for ease of grant writing and funding. Ice skating is still a big question. Other options have been discovered. The Joint Planning Committee will have this on their agenda next week and this board will review the final plans in April.

IX. Old Business

X. New Business -
1. River Street Construction - Mr. Sullivan indicated that the Maintenance Committee met this afternoon to discuss a construction project that would solve the problem of the run off from the library parking lot. Mr. Larry LaHaie, Public Service Director, reviewed the project. This has been a long standing problem and the DDA has done some quick fixes that haven't resolved the issue. Engineer Jim Foster came up with this Street Reconstruction plan several years ago. This project would include rebuilding East River Street from the Library parking lot to Russell Street. New water lines, sanitary and storm sewers would be installed. Angled parking would begin as well, which is in the long range plan for Jaycee Park.

Approximately 25% of the cost from the project was assigned to DDA, which totals $81,000. These are preliminary numbers. Mr. Sullivan added that the Maintenance Committee recommended approval of this project and up to $100,000 in funding. The Finance Committee was in favor of the project, however, had concerns over the financial status. There was discussion over fund balances and financial issues. Mr. LaHaie suggested getting an RFP out on the project so we have real numbers to work with. It could have a short turn around time and then this board could decide if they want to fund part of the project. Mr. Augustine made a motion to support the project, with further review after the final figures are in. Mr. Fredericks supported the motion. Motion carried 9 to 0.

2. Walking Destination Signs - Ms. King indicated that John Greenslit, Eaton County Park Director, brought this item to her attention and asked if the DDA would be interested in free signage along the riverwalk. The board felt that any signage should wait for the final logo.

Mr. Brown arrived at 7:15 pm

3. By Laws for DDA - Mr. Sullivan indicated that we do not currently or have we ever had by-laws. We have by laws that our Attorney drafted, but in researching this item, the board never acted on them. There were several questions raised. Chairman MacDowell asked the members to read through the by laws and we can discuss at the next meeting.

XI. **Directors Comments -** Mr. Sullivan indicated that the Name Our Band article was in the Grand Ledge Independent. We reviewed the parking lot numbers/names with the police department. We received a nice thank you from Ms. Russell with the Grand Ledge Chamber for the use of Bridge Street Plaza.

Members Comments - Mr. Augustine asked what is the status of the boat ramp? Mr. Fata also inquired as on the status of the boat ramp.

XII. **ADJOURN -** Mr. Augustine made a motion to adjourn the meeting at 7:35 p.m. Mr. Cwayna supported the motion. Motion carries 9 to 0.

Minutes recorded and transcribed by Amee King

Robert Brown, Secretary

4/9/14
Date Minutes Approved