



Downtown Development Authority

City of Gladstone
1100 Delta Ave
Gladstone, MI 49837

Staff Report

Agenda Date: July 18, 2023
Department: Community Development
Presenter: Renee Barron

AGENDA ITEM TITLE:

DDA Façade Program

BACKGROUND:

In the past the DDA has directed staff to accept façade applications as they come in regardless of what is budgeted. When business owners come in I help them through the process of preparing the façade request. This requires working with them to figure out what they desire to do to their building, what is covered by the façade program, getting prices from contractors on the work, all while understanding and committing to our grant guidelines. Once the proposal is complete these are presented to the full DDA board for consideration. Previously, when funds were either run out or not budgeted projects were sometimes approved for the following fund year, pulled out of fund balance or sometimes funded in two different fund year cycles.

With very little room in our current fund balance and no façade dollars allocated in the existing budget I am seeking guidance on how to handle current façade requests. I have one request pending and another that is likely on the horizon. I am hesitant to encourage business owners to go through all the steps necessary to complete the façade application if the DDA is not able to approve projects due to funding constraints. If the DDA is unable to fund facades I worry about wasting everyone's time and making the DDA look poorly when they come seeking approval.

I need some clarification and direction on how the board would like me to respond to current requests.

FISCAL EFFECT:

SUPPORTING DOCUMENTATION:

RECOMMENDATION:

Direct staff to notify business owners that façade funds are not available at this time.