



GLADSTONE DDA REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
 June 20, 2023
 8:00 AM

MINUTES

CALL TO ORDER

DDA Coordinator, Patricia West, called the meeting to order at 8:01 AM ET.

1. Roll Call

PRESENT	ABSENT
Joe Thompson	Taylor Miller - Excused
Daniel Becker	
Jay Bostwick	
Jason Lippens	
Kyle Closs	
Marcey Skwor	
Nathan Neumeier	
Robert LeDuc	

Staff Present: Eric Buckman, Patricia West, Renée Barron

REORGANIZATION OF AGENDA

2. Election of Officers

A. Chair

Motion made by Closs, Seconded by Skwor to nominate Jay Bostwick as the DDA Board Chairperson. No other nominations for office.
 Roll Call Voting Yea: Thompson, Becker, Bostwick, Lippens, Closs, Skwor, Neumeier, LeDuc - ***Nominee Unanimously Elected***

B. Vice-Chair/Secretary

Motion made by Bostwick, Seconded by Thompson to nominate Kyle Closs as the DDA Board Vice-Chair/Secretary. No other nominations for office.
 Roll Call Voting Yea: Thompson, Becker, Bostwick, Lippens, Closs, Skwor, Neumeier, LeDuc - ***Nominee Unanimously Elected***

PUBLIC COMMENT

Mr. John Pickard provided public comment on behalf of the Soo Line Restoration Authority. The authority is building a formal plan to request resources from the City of Gladstone and the DDA.

3. Tax Increment Financing | Informational Meeting #1

DDA Coordinator, Patricia West, presented the first Informational Meeting of 2023 for the DDA's Tax Increment Financing Plan.

4. DDA Membership Recognition: Linda Howlett

DDA Membership Recognition: Linda Howlett

Mrs. Linda Howlett was recognized by DDA Chairperson, Jay Bostwick, for her nearly 20 years of service to the Gladstone DDA on behalf of the Gladstone Area Schools.

APPROVAL OF MINUTES

5. Regular Meeting Minutes - May 9, 2023

Motion made by Closs, Seconded by Skwor to approve the regular meeting minutes from May 9, 2023.

Voting Yea: Thompson, Becker, Bostwick, Lippens, Closs, Skwor, Neumeier, LeDuc - ***Motion Carried.***

FINANCIALS

6. April Revenue & Expenditure Report

The April financials were provided to the DDA for review.

CONFLICT OF INTEREST: *None*

AMENDMENTS TO THE AGENDA

Motion made by Bostwick, Seconded by Thompson to schedule a joint meeting with the full DDA, City Commission, and Soo Line Restoration Authority upon the receipt of their formal project plan and resources request.

Voting Yea: Thompson, Becker, Bostwick, Lippens, Closs, Skwor, Neumeier, LeDuc - ***Motion Carried.***

UNFINISHED BUSINESS

7. North Shore Development

Renée Barron, Director of Community Development, provided an update on the North Shore Development. Renée and City Manager, Eric Buckman, have met with interested investors and developers who have presented the city with a draft vision for the site. The city is reviewing the vision with department heads to outline infrastructure needs and gather feedback. A follow up meeting is planned for July.

Upon receipt of the draft vision, the City of Gladstone was advised against pursuing the Michigan Spark Grant by Coleman Engineering for the recreation path along the North Shore, so Gladstone's second round application will prioritize the repair of the existing boardwalk, which is submitted through the Parks & Recreation Department.

NEW BUSINESS

8. Amendments to the DDA By-Laws & Rules of Procedure

Motion made by Closs, Seconded by Neumeier to amend the Gladstone DDA By-Laws and Rules of Procedure as presented, to then be submitted to the City Commission for final approval.

Voting Yea: Thompson, Becker, Bostwick, Lippens, Closs, Skwor, Neumeier, LeDuc - ***Motion Carried.***

9. Board Resignation: Taylor Miller

Motion made by Closs, Seconded by Skwor to accept the resignation of Taylor Miller, with regret, from the Gladstone Downtown Development Authority and post the board vacancy to collect applications.

Voting Yea: Thompson, Becker, Bostwick, Lippens, Closs, Skwor, Neumeier, LeDuc -

Motion Carried.

10. DDA Subcommittee Assignments

DDA Subcommittee Assignments were reviewed. The board was in agreement to fill the vacancies below:

- Add Jay Bostwick to the DDA Budget Subcommittee
- Add Marcey Skwor to the Old-Fashioned Christmas Subcommittee
- Add Robert LeDuc to the Redevelopment Ready Committee

COMMENTS

11. City Manager

City Manager, Eric Buckman, provided the following updates:

- **Irish Oaks Golf Course:** Updated the DDA Board on the Irish Oaks Golf Course as it related to the cart-sheds being sold off. A group has also inquired about leasing of the course.
- **Public Safety Contract:** The Public Safety contract has been finalized.
- **Legal Updates:** Updates were provided on open items with the City of Gladstone.
- **Gladstone Tribal Community Health Center:** The Sault Tribe of Chippewa Indians has applied to the Department of Interior to have the land located at 2002 Minneapolis Ave put in trust.
- **North Shore Development:** Property owner, Josh King, has expressed interest in working together towards the North Shore Development.
- **Thank You:** Recognition was given to Linda Howlett for her years of service to the DDA.

12. Community Development: *None*

13. DDA Coordinator

DDA Coordinator, Patricia West, provided an update on the items below.

A. Farmers Market Updates

Updates were provided on the Gladstone Farmers Market, and recognition was given to Brianna Ecklid, the new Market Coordinator, for her efforts in a successful start to the season.

B. Historical Home Markers

The board was asked if they had any information on a timeframe or prior commitments to historical home markers. Renée Barron suggested checking old budgets specifically around the year 2015.

C. Upcoming Items

- i. Old Fashioned Christmas Planning:** The first Old Fashioned Christmas Planning Meeting will kick-off in July.
- ii. Informational Meeting #2:** It is anticipated that the second Informational Meeting will be presented at a City Commission Meeting in August.
- iii. Parental Leave Details:** It is anticipated that Patricia West will be out on parental leave beginning in September. Renée Barron and Kim Berry will assist with agenda creation and minute taking during her absence. Other responsibilities may fall on the DDA Vice-Chair/Secretary, Kyle Closs.
- iv. Website Updates:** Updates to the DDA webpage will be forthcoming.

Other Updates

- **Delta Force:** Participated in a ride-along with Gladstone Public Safety as part of the Delta Force program.
- **Thank You:** Recognized Linda Howlett for her nearly 20 years of service to the Gladstone Downtown Development Authority.

14. DDA Members

DDA Board Chairperson, Jay Bostick, inquired about the following items and provided the additional updates below.

- **DDA Bike Racks:** The bike racks have not yet been placed downtown. DDA Coordinator, Patricia West, committed to following up with Parks and Recreation on the status of that.
- **Condemned Property of 11 S 9th St:** Patricia West and Renée Barron provided an update on the status of the property.
- **Saloon Pizza Update:** Renée Barron provided an update on the rebuild of the Saloon Pizza
- **Employment Update:** After 23 years with Mainstreet Pizza, Jay Bostwick announced he will be leaving to join Dominos.

The newest DDA Board Member representing Gladstone Area Schools, Nathan Neumeier, introduced himself to the board.

PUBLIC COMMENT: *None*

ADJOURNMENT

Motion made by Neumeier, Seconded by LeDuc to adjourn at 9:05 AM ET.

Voting Yea: Thompson, Becker, Bostwick, Lippens, Closs, Skwor, Neumeier, LeDuc - ***Motion Carried.***