



# GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY

City Hall Chambers – 1100 Delta Avenue

September 19, 2023

8:00 AM

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## MINUTES

### CALL TO ORDER

Board Chair, Jay Bostwick, called the meeting to order at 8:04AM.

1. Roll Call: **Present:** Daniel Becker, Jay Bostwick, Kyle Closs, Robert LeDuc & Joe Thompson **Excused:** Nathan Neumeir, Marcey Skwor **Absent:** Jason Lippens  
**Staff Present:** Renée Barron, Eric Buckman

### PUBLIC COMMENT

### APPROVAL OF MINUTES

2. **Regular Meeting Minutes - August 15, 2023**

Motion by Closs, seconded by Thompson to approve the regular meeting minutes from August 15, 2023. **MOTION CARRIED**

### FINANCIALS

3. **August Revenue & Expense Report**

Barron to review the line item under Farmer's Market as to why it is over budget. Vicki Schroeder confirmed that the work DPW did on the repairs to the sidewalks in the Market area are what caused the overage. This will be looked into further for the next meeting and Barron will figure out what charges were for this activity.

### CONFLICTS OF INTEREST

**ADDITIONS TO THE AGENDA:** Remove item #7 under unfinished business.

### UNFINISHED BUSINESS

4. **DDA Board Opening - Applications Review**

The DDA Board reviewed an application from Melissa Silta. Motion by Closs; seconded by LeDuc to recommend Melissa Silta to the City Commission to fill the DDA open position. **MOTION CARRIED**

5. **North Shore Development**

Barron gave an overview of where the City is at with the current developer. It was discussed that the City should consider marketing the property.

6. **Architecture & Engineering Fees (\$25,000) | 1000 Delta Ave | Patrick Johnson**

Patrick Johnson was present at the meeting and provided some history on his project and gave some updates of where he is headed. Johnson outlined that the engineering costs that have been spent to date have supported the existing/new businesses that are there. He also asked what the DDA is looking for as far as the "structured timeline" requested for the January DDA meeting. The DDA members provided him with some ideas of what they are looking for and staff explained the difficulties with the open-ended deadlines on this project. Bostwick directed Barron to have an outline of the

engineering costs that have been paid out and the blueprints from the engineer for the January meeting. Johnson reported that he will be seeking façade funding from the DDA when the work for the apartments is conducted and that he would provide details requested at the January meeting.

#### ~~7. Patrick Johnson Engineering Costs~~

### **NEW BUSINESS**

#### **CITY COMMENTS & REPORTS**

##### **7. Historical Home Markers**

Buckman gave an overview of the Historical Home's Committee activities. For the initial part of the process the committee is going to focus on 10 homes. These homes will be over 100 years old and are homes of some of the founding families of Gladstone. The DDA will consider this project at the next budget cycle to begin in early 2024.

##### **8. Tax Increment Financing Plan - Due September 29, 2023**

Vicki Schroeder will be responsible for completing this form and submitting it to the state to meet DDA requirements.

#### **BOARD COMMENTS & REPORTS**

##### **9. Old-Fashioned Christmas (OFC)**

Barron reported that the OFC coordinator that was hired resigned after the first meeting. She requested permission of the group to post the OFC coordinator position ASAP.

#### **PUBLIC COMMENT**

#### **ADJOURNMENT**

The City of Gladstone will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Gladstone. Individuals with disabilities requiring auxiliary aids or services should contact the City of Gladstone by writing or calling City Hall at (906) 428-2311.

Posted: 09-15-2023 | Patricia West, DDA Coordinator | [pwest@gladstonemi.gov](mailto:pwest@gladstonemi.gov)

### **RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS**

#### **(Excerpt from DDA By-Laws & Rules of Procedure)**

#### **G. Public Comment**

1. During this portion of the agenda, a member of the audience may address the DDA, including items that were not scheduled on that agenda.
2. A member of the audience speaking during this portion of the agenda shall limit his/her remarks to three minutes unless such time limit is extended by the Chairperson.