



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY (RESCHEDULED FROM 03/17)

City Hall Chambers – 1100 Delta Avenue

March 24, 2026

8:15 AM

MINUTES

CALL TO ORDER

DDA Chairperson, Jay Bostwick, called the meeting to order at 8:20 AM ET.

1. Roll Call

PRESENT	ABSENT
Daniel Becker	Jason Lippens
Jacob Taylor	Joe Thompson (Excused)
Jay Bostwick	Nathan Neumeier
Kyle Closs	
Robert LeDuc	
Parker Grzybowski	

Staff Present: Vicki Schroeder & Patricia West

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2. Regular Meeting Minutes - February 17, 2026

Motion made by Closs, seconded by Taylor to approve the regular meeting meetings of February 17, 2026.

Voting Yea: Becker, Taylor, Bostwick, Closs, LeDuc, Grzybowski

MOTION CARRIED.

FINANCIALS

3. DDA February Revenue & Expenditure Report

West provided an overview of the February Revenue & Expenditure Report, noting that the DDA is projected to add to its fund balance by the end of the fiscal year on March 31, 2026.

City Treasurer Vicki Schroeder also reported that, as part of closing out the fiscal year, funds will be transferred from investment accounts to cover cash asset balances.

4. City of Gladstone Investment Policy

Schroeder provided context on the City of Gladstone's existing investment policy.

5. PA 20 of 1943 | Investment of Surplus Funds of Political Subdivisions

Schroeder noted that Act 20 of 1943 provides statutory authority for municipalities to invest their funds.

CONFLICTS OF INTEREST

None.

ADDITIONS TO THE AGENDA

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

6. Additional North Shore Payment Discussion

West provided an overview of the potential impact an additional North Shore loan payment would have on the loan payoff date and total interest savings.

The board discussed what payment amount they would feel comfortable making.

Taylor noted that the current interest rate is low enough that continuing regular payments does not pose a significant financial burden to the DDA.

The DDA requested that Schroeder compile information on the average return on investments to help evaluate whether investing the funds would be more advantageous than making an additional loan payment.

Motion made by Closs, seconded by Becker to postpone this discussion until the April meeting, once we've had the return on investment information provided by Vicki Schroeder.

Voting Yea: Becker, Taylor, Bostwick, Closs, LeDuc, Grzybowski

MOTION CARRIED.

7. Radio Results Network Proposal

Motion made by Closs, seconded by Grzybowski to decline the proposal from Radio Results Network.

Voting Yea: Becker, Taylor, Bostwick, Closs, LeDuc, Grzybowski

MOTION CARRIED.

8. Letter of Support on Behalf of the DDA | Congressionally Directed Spending for North Shore

Motion made by Closs, seconded by LeDuc to approve the DDA Chairperson to sign the letter of support for the City of Gladstone's Congressional Directed Funding Requests for FY27.

Voting Yea: Becker, Taylor, Bostwick, LeDuc, Grzybowski

MOTION CARRIED.

CITY COMMENTS & REPORTS

9. Current City Employment Vacancies

West shared about current city employment opportunities available on our website.

10. Downtown Business Updates

West provided an update that several promising business developments are currently underway and noted that more details will be shared as these opportunities progress.

11. Farmers Market Updates

The 2026 Farmers Market vendor roster is full, comprised entirely of returning vendors and offseason outreach coordinated through the Downtown Ambassador. A waitlist has been established.

12. "The Depot" Grant Updates

West reported that the DDA has been awarded a Michigan Arts & Culture Council grant totaling \$31,860. Of that amount, \$21,900 is allocated for “The Depot,” with the remaining \$9,960 designated to support musicians for the Farmers Market, Downtown Day, Summer Concert Series, and Fourth of July celebrations.

13. Market Square Rental

West reported that she met with Downtown Ambassador Samantha Gaudino on March 23 for a work session focused on improving marketing of the Farmers Market Square. They are exploring categorizing rental opportunities for vendors, private events, public events, and nonprofit/informational uses. A more detailed proposal is expected to be presented to the DDA for review in advance of the City Commission’s June fee schedule adoption.

14. Sign Survey Feedback

West shared the results of the sign survey conducted in February. The Planning Commission continues to explore potential amendments to the Sign Ordinance, with particular focus on regulations related to LED signage.

15. Social District Annual Meeting

The annual meeting was held on Thursday, March 12. Mayor Joe Thompson, Ron Robinson, Patricia West, Jake Mills, and Tonya Adams were in attendance.

During the meeting, a proposal was discussed to expand social district hours to better align with Farmers Market operations. The DDA Chairperson requested that this item be placed on the April DDA agenda for further discussion.

The group also discussed the potential future conversion of 10th Street (from Minnesota Avenue to Superior Avenue) from an existing two-lane to a one-way street. The concept includes expanding sidewalk space near the Rialto Center and Dairy Flo to accommodate outdoor seating. This idea remains in an exploratory phase, with administration gathering input from department heads. No formal commitment to the project has been made.

BOARD COMMENTS & REPORTS

None.

ADJOURNMENT

Motion made by LeDuc, seconded by Grzybowski to adjourn at 9:24 AM.

Voting Yea: Becker, Taylor, Bostwick, Closs, LeDuc, Grzybowski

MEETING ADJOURNED.