



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
January 20, 2026
8:15 AM

MINUTES

CALL TO ORDER

DDA Chairperson, Jay Bostwick, called the meeting to order at 8:16 PM ET.

1. Roll Call

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

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2. DDA Regular Meeting Minutes - December 16, 2025

Motion made by LeDuc, seconded by Lippens to approve the DDA Regular Meeting Minutes of December 16, 2025.

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

MOTION CARRIED.

FINANCIALS

3. December Revenue & Expenditure Report

West provided an overview of the December Revenue and Expenditure Report, including projected costs related to façade grant commitments, beautification expenses, and personnel compensation.

CONFLICTS OF INTEREST

None.

ADDITIONS TO THE AGENDA

None.

UNFINISHED BUSINESS

4. Amendment to Facade Grant | 20 S 10th St

Motion made by Closs, seconded by Becker to recommend to the City Commission to amend the facade grant contract for 20 S 10th St to accommodate a new project completion deadline of March 31, 2026.

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

MOTION CARRIED.

NEW BUSINESS

5. 2026 DDA Regular Meeting Schedule

Motion made by Becker, seconded by Taylor to approve the 2026 Regular Meeting Schedule.

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

MOTION CARRIED.

6. Grant Application Request | MACC – Facility Improvement & Equipment

Motion made by Closs, seconded by LeDuc to approve the DDA's grant application for the MACC grant for placemaking efforts at 701 Delta Ave for up to \$30,000.

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

MOTION CARRIED.

CITY COMMENTS & REPORTS

7. America250MI Grant Submission

West has submitted the application for the America250MI Grant, and we should hear back in March.

8. DDA-Owned Equipment & Supplies Policy

The City Commission approved the DDA-Owned Equipment & Supplies Policy at their meeting on January 12, 2026.

9. Downtown Action Plan

The City Commission adopted the Downtown Action Plan at their meeting on January 12, 2026 with excitement for the new marketing tool.

10. New Downtown Businesses

West shared updates on new businesses coming to downtown Gladstone, including Yooper Fitness, LeversEdge, a change in ownership for the two laundromats, and the storage units located on Blackwell Avenue.

11. North Shore Development

The City of Gladstone received 2% funding from the Hannahville Indian Community to assist with engineered infrastructure plans for the North Shore Development. West shared that there is renewed excitement in pursuing the project with both her and City Manager Rob Spreitzer now on board, and that the development is anticipated to move forward in phases.

12. Small Business Support Hub Event | February 10, 2026 at Saunders Point Brewing

West shared information on an upcoming Small Business Support HUB workshop focused on creating financial projections for a bank loan. The event will be sponsored by the DDA and held at Saunders Point Brewing. Baybank will sponsor the bar tap, and dinner will be provided by the Small Business Support HUB. West noted the date of the event is February 10th, not February 24th as reflected on the DDA agenda.

BOARD COMMENTS & REPORTS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

Motion made by LeDuc, seconded by Becker to adjourn at 8:46 AM ET.

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

MOTION CARRIED.