



# GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY

City Hall Chambers – 1100 Delta Avenue  
September 17, 2024  
8:15 AM

## MINUTES

### CALL TO ORDER

Board Chair, Jay Bostwick, called the meeting to order at 8:16 AM ET.

#### 1. Roll Call

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

Staff Present: Patricia West, Vicki Schroeder, and Renee Barron

### PUBLIC COMMENT

None.

### APPROVAL OF MINUTES

#### 2. Regular Meeting Minutes - August 20, 2024

Motion made by Closs, seconded by Silta to approve the regular meeting minutes of August 20, 2024

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

**MOTION CARRIED.**

### FINANCIALS

#### 3. DDA Investment Updates | First Bank & MI Class

City Treasurer, Vicki Schroeder, provided an overview of the DDA's Investments. She clarified that the Michigan Class investment option is available to municipalities as a pooled investment that protects the principal balance. The returns fluctuate with interest rates.

### CONFLICTS OF INTEREST

### ADDITIONS TO THE AGENDA

### UNFINISHED BUSINESS

### NEW BUSINESS

#### 4. Grant Opportunity - Community Foundation for Delta County

Motion made by Closs, seconded by Becker to support the Gladstone Downtown Development Authority's application for the Community Foundation for Delta County's grant application for \$2,000 to pursue funding to purchase commercial grade shade-

sails for the Farmers Market Square.

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

**MOTION CARRIED.**

## **CITY COMMENTS & REPORTS**

### **5. DDA Director**

Patricia West provided updates to the DDA on the following items.

- **DDA Email List:** The second email has gone out, and the email list is receiving very positive feedback.
- **Facade Grant Program:** We have received inquiries from businesses who are in the process of applying, and the grant program has received very positive media attention.
- **Downtown Day:** We have had five retailers, six restaurants, two service based companies, and 22 vendors sign up for the event. We are optimistic it will be a successful inaugural day!
- **Downtown Ambassador Position:** We have extended an offer to Samantha Gaudino with a start date of September 23, 2024.
- **Farmers Market Square Updates:** DPW has been working to re-seal the concrete in the Farmers Market Square, as well as repair the planter caps. This was a budgeted improvement for the year.
- **RRC Training:** Patricia has signed up for a free Redevelopment Ready Community (RRC) training with MEDC for the fall. The training will take place virtually once a week and help the city and DDA assessment our current standing in pursuing the certification.

## **BOARD COMMENTS & REPORTS**

Board Chair, Jay Bostwick, asked Community Development Director, Renee Barron, for an update on the following items:

- **North Shore:** A meeting with the developer is scheduled for this week.
- **Besse Property:** No update to share.
- **Planned Unit Development - 80 Delta Ave:** This PUD is going to the City Commission for review on 09/23/2024.

## **PUBLIC COMMENT**

*None.*

## **ADJOURNMENT**

Motion made by Becker, Seconded by Silta to adjourn at 8:55 AM ET.

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

**MOTION CARRIED.**