



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY

City Hall Chambers – 1100 Delta Avenue
April 28, 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
Jacob Taylor	Daniel Becker (Excused)
Jay Bostwick	Robert LeDuc (Excused)
Jason Lippens	
Joe Thompson	
Kyle Closs	
Nathan Neumeier	
Parker Grzybowski	

Staff Present: Rob Spreitzer, Patricia West & Samantha Gaudino

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2. Regular Meeting Minutes - March 24, 2026

Motion made by Closs, seconded by Grzybowski to approve the regular meeting minutes of March 24, 2026.

Voting Yea: Taylor, Bostwick, Lippens, Thompson, Closs, Neumeier, Grzybowski

MOTION CARRIED.

FINANCIALS

3. March 2026 Revenue & Expenditure Report

West provided an overview of the March Revenue & Expenditure report, noting that March marks the end of the fiscal year. The fiscal year is currently being closed out, and all major expenditures have been accounted for.

CONFLICTS OF INTEREST

None.

ADDITIONS TO THE AGENDA

West requested the addition of the Gladstone Eye Care Facade Grant to the New Business agenda as item 7.5. DDA Chairperson, Jay Bostwick added it to the agenda.

UNFINISHED BUSINESS

4. Additional North Shore Payment Discussion

Motion made by Grzybowski, seconded by Neumeier to postpone the discussion until the June meeting to allow time for the Treasurer to consolidate the return on investment data.

Voting Yea: Taylor, Bostwick, Lippens, Thompson, Closs, Neumeier, Grzybowski

MOTION CARRIED.

NEW BUSINESS

5. Establishing "The Depot" Subcommittee

Motion made by Bostwick, seconded by Grzybowski to appoint Jay Bostwick and Parker Grzybowski to "The Depot" subcommittee.

Voting Yea: Taylor, Bostwick, Lippens, Thompson, Closs

MOTION CARRIED.

6. Market Square Rental Policies

Motion made by Closs, seconded by Neumeier, to adopt the Market Square Rental Policies with a modification to the discount section, allowing receipts to be submitted within 48 hours of the event for reimbursement of the first hour. It is further understood that associated fees will be incorporated into the City's annual fee schedule, to be reviewed by the City Commission each June, with an effective date of August 1, 2026.

Voting Yea: Taylor, Bostwick, Lippens, Thompson, Closs, Neumeier, Grzybowski

MOTION CARRIED.

7. Social District Hours Amendment

Motion made by Neumeier, seconded by Thompson, to propose amended social district hours to the Gladstone City Commission as year-round, seven days a week, from 12:00 PM to 10:00 PM.

Voting Yea: Taylor, Bostwick, Lippens, Thompson, Closs, Neumeier, Grzybowski

MOTION CARRIED.

7.5 Façade Grant for Gladstone Eye Care

Motion made by Taylor, seconded by Closs to extend the Gladstone Eye Care Façade Grant through the 2026-2027 fiscal year to allow for the backordered awnings.

Voting Yea: Taylor, Bostwick, Lippens, Thompson, Closs, Neumeier, Grzybowski

MOTION CARRIED.

CITY COMMENTS & REPORTS

In addition to the items listed below, West shared that the City's cleanup vouchers will be available beginning May 1 and valid through June 30.

8. Delta County Public Transportation Survey

West shared that a link to a public transportation survey is available on the City of Gladstone's website.

9. DPW Hiring Seasonal Position

West share the seasonal part-time employment opportunity.

10. Wastewater Hiring Operator

West shared the full-time benefitted employment opportunity.

11. Zoning Administrator Certification

West shared that she passed her Zoning Administrator certification test.

BOARD COMMENTS & REPORTS

12. Michigan Municipal League Site Visit

Parker Grzybowski and Samantha Gaudino shared notable takeaways from the MML's site visit on Wednesday, April 22nd. A formal report will be forthcoming.

ADJOURNMENT

Motion made by Neumeier, seconded by Grzybowski to adjourn the meeting at 9:41 AM ET.

Voting Yea: Taylor, Bostwick, Lippens, Thompson, Closs, Neumeier, Grzybowski

MEETING ADJOURNED.