

**Village of Baldwin
Downtown Development Authority
October 20, 2022, Minutes
Regular Meeting
(approved)**

CALL TO ORDER

Roll Call: Vice-Chairperson Darci Maldonado called the Meeting to order at 3:05 PM with board members:

Present: Tony Gagliardo, Lamont Hill, Dave Lewellyn, Seth Wenger, Jim Truxton, Darci Maldonado, Debbie Smith-Olson (arrived 3:15)

Absent: Jane Allison, Jason Shoemaker

Staff: Robert Toland, Director

Acknowledgment of Visitors: Pam Tripp

GENERAL BUSINESS

- A. **Approval of Agenda:** Jim Truxton made a motion to approve the agenda supported by Tony Gagliardo. Motion carried.

- B. **Approval of Minutes:** A motion to approve the **September 15, 2022, Regular** meeting minutes, was made by Lamont Hill and supported by Dave Lewellyn. Motion carried.

- C. **Treasurers' Report:** Debbie Smith-Olson presented the Treasurer's report through October 20, 2022, indicating a general fund balance of \$285,571.30, with disbursements totaling \$14,688.98, and total income of \$77,923.86 which included interest income of \$9.92. The village has submitted their summer tax increment of \$62,913.94. The DDA has also received \$15,000 of the \$20,000 grant from Lake County.

The following bills were presented for payment:

| | |
|--------------------------|--------------------------------------------|
| Consumers Energy | \$ 351.13 (streetlights) |
| Fishbeck | \$ 13,474.01 (construction administration) |
| Robert Toland Consulting | \$ 1,200.00 (retainer & meeting) |
| Baldwin Lumber | \$ 751.53 (decorations) |
| Village of Baldwin | \$ 2,079.62 (water bills) |
| <u>Total bills</u> | <u>\$ 17,856.29</u> |

The DDA has received a renewal for the advertisement the DDA has been placing the

last few years in the Michigan Trails Magazine. The cost is \$812.25 but is not due until spring 2023. It was suggested that the ad be renewed but that a letter be sent to the magazine clarifying the portions of the trail that are paved versus unpaved and requesting their assistance in getting the trail paved all the way to Baldwin. A motion to purchase the advertisement was made by Seth Wenger and supported by Tony Gagliardo. Motion carried by roll call vote. All ayes.

A motion to approve the Treasurer's report and to pay the bills, was made by Seth Wenger and supported by Jim Truxton. Motion carried by roll call vote. All ayes.

D. **Committee reports:** None

A. **Acknowledge Communications:** None

PUBLIC COMMENT: None

BOARD COMMENTS: None

OLD BUSINESS

A. **West Side Alleyway Project:** The project should be completed by the end of next week.

B. **Trees, Flowerboxes & Irrigation System:** It is time to winterize the irrigation system. H2Oasis will be contacted to get that accomplished.

C. **8th Street Bridge Replacement:** Consumers Energy will move utility poles so that equipment can access the bridge to construct the coffer dam.

D. **8th Street Fish Farm and Dam:** Engineers are working on the design phase and surveying is complete.

E. **Downtown Vision Project:** Printed copies of the draft "request for proposals" were distributed with discussion to take place at the next meeting.

F. **Banner Poles:** Quotes obtained to repair the banner poles were very expensive. It was suggested that the repairs be done as part of a larger project when equipment is already available. However, a quote was presented to remove trip hazards from the downtown sidewalks. Precision Concrete Cutting (PCC) will eliminate about 89 different locations where the sidewalk had created a trip hazard for \$6,961.51 which includes a 20% municipal discount. A motion to approve the proposal from PCC was offered by Jim Truxton and supported by Tony Gagliardo. Motion carried by roll call vote. All ayes.

G. **Pam Tripp Simmons - artist/mural presentation:** Pam Tripp presented information about the artist-initiated community art project creating and installing various artists

interpretations of life in Lake County. It is estimated the total cost of the project to be \$7,000. Pam is asking the DDA to sponsor the project by endorsing the group. A motion to express support for the artist's collective was made by Jim Truxton and supported by Dave Lewellyn. Motion carried. All ayes.

H. **RRC Training:** No discussion.

NEW BUSINESS:

A. None

ADJOURNMENT

A motion to adjourn was offered by Dave Lewellyn and supported by Jim Truxton. Motion carried. Meeting adjourned at 4:40 P.M.

Meeting Schedule: The next regular DDA meeting will be held November 17, 2022, at the Village office at 3:00 P.M.

Respectfully submitted,
Robert R. Toland
for
Deborah Smith-Olson, Secretary/Treasurer