

**Village of Baldwin
Downtown Development Authority
April 20, 2023, Minutes
Regular Meeting
(approved)**

CALL TO ORDER

Roll Call: Chairperson Jane Allison called the Meeting to order at 3:00 PM with board members:

Present: Jane Allison, Seth Wenger, Andy Gremel, Darci Maldonado, Jim Truxton, Dave Lewellyn. Debbie Smith-Olson (arrived 3:13)

Absent: Tony Gagliardo, Lamont Hill

Staff: Robert Toland, DDA Director

Acknowledgment of Visitors: Jodi Nichols

GENERAL BUSINESS

- A. **Approval of Agenda:** A motion was made by Darci Maldonado to approve the agenda supported by Jim Truxton. Motion carried.
- B. **Approval of Minutes:** A motion to approve the **March 9, 2023, special** meeting minutes, was made by Seth Wenger and supported by Jane Allison. Motion carried.
- C. **Treasurers' Report:** Debbie Smith-Olson presented the Treasurer's report through April 20, 2023, indicating a general fund balance of \$332,178.43, with disbursements totaling \$2,323.56, and total income of \$27,360.69 which included interest income of \$12.98.

The following bills were presented for payment:

Consumers Energy	\$	351.08 (streetlights)
Robert Toland Consulting	\$	1,200.00 (retainer & meeting fee)
H2Oasis	\$	(start-up)
Lake Osceola State Bank	\$	10,045.49 (bond interest)
C.N.A. Surety	\$	187.00 (start-up)
Village of Baldwin	\$	606.18 (water bills)
Total bills	\$	12,389.75

The Mural Project has received \$5,770 in donations and needs \$8,220.50. The Artist's group is also submitting two grant applications for \$2,000 each. There was \$10,045.49 transferred from the bond fund on April 7, 2023, to pay interest on the bonds. There is \$50,310.18 remaining in the bond fund account. Webber Township has submitted their winter 2022 tax increment payment of \$17,202.22. A motion to approve the Treasurer's report, and pay the bills, was made by Seth Wenger, and supported by Andy Gremel. Motion carried by roll call vote. All ayes.

- D. **Committee reports:** None

E. Acknowledge Communications: None

PUBLIC COMMENT: None

BOARD COMMENTS: Jim Truxton presented historic photos of the Baldwin River Dam, 8th Street Bridge, and the 902 Michigan building.

OLD BUSINESS

- A. **902 Michigan Project (Land Bank Grant):** The Grant has been approved by the Land Bank and an agreement is in place to provide funding for demolition. Fishbeck has begun the Phase-one onsite Environmental Assessment.
- B. **902 Michigan Project (Public Spaces Grant):** The committee working on the Grant met and decided not to pursue the grant due to not having ownership of the property.
- C. **Trees, Flowerboxes & Irrigation System:** Jane Allison has signed the contract with H2Oasis for irrigation start-up and the DDA will be billed for work as needed.
- D. **8th Street Bridge Replacement:** Foundations, footings and abutments are complete with deck beams being set this week. Substantial completion is expected by the end of May.
- E. **8th Street Fish Farm and Dam:** Engineering on the Dam is continuing.
- F. **Downtown Vision Project:** The Downtown Vision project RFPs were discussed in detail. It was felt the Progressive submitted the best proposal but that more public engagement could be substituted for the housing component they proposed. It was felt that public engagement would be an important component of the study. Jodi Nichols reminded the DDA that one-half of the cost of the study was being funded by the County. She suggested requesting an extension on the grant term since the study will be conducted through December and the grant expiration is August. A motion to appoint a committee to conduct interviews with Progressive and Mission North consisting of Andy Gremel, Seth Wenger, Jodi Nichols, Jim Truxton and Meredith Gremel, was made by Andy Gremel, and supported by Jane Allison. Motion carried.
- G. **Banner Poles:** Gerber Construction submitted a proposal for the replacement of the banner poles at a cost of \$20,000. The DDA felt that this was excessive. Discussion centered around using banners on the light poles instead. A motion was made by Debbie Smith-Olson and supported by Seth Wenger to allow Jane Allison to check on banners, solicit donations and spend up to \$3,000 on banners. Motion Carried.
- H. **Pam Tripp Simmons - artist/mural Display:** Five additional donations have been received for the Mural project.
- I. **Solar Power Radar Sign Display:** The Village has partnered with the Sheriff's department and their combined funding has purchased a few mobile displays that will be placed appropriately as needed. The display has ordered and will be installed soon.

J. **Brown Trout:** Ivan Iler has been difficult to contact, but there are some places where rusting is occurring, and other repairs are necessary. Administrator Toland volunteered to contact Ivan as he had recently contacted him to get an estimate for needed repairs.

NEW BUSINESS:

A. **Semi-annual Informational Meeting:** Jane Allison opened the meeting at 4:19. Jodi Nichols presented another grant opportunity for placemaking that requires a 50% match and is due sometime in June. A motion was made by Andy Gremel and supported by Seth Wenger to close the Informational meeting. Motion Carried. The semi-annual meeting was closed at 4:23.

ADJOURNMENT

A motion to adjourn was offered by Darci Maldonado and supported by Jim Truxton. Motion carried. Meeting adjourned at 4:24 P.M.

Meeting Schedule: The next regular DDA meeting will be held May 18, 2023, at the Village office at 3:00 P.M.

Respectfully submitted,

Robert Toland, Administrator
for
Deborah Smith-Olson, Secretary/Treasurer