

**Village of Baldwin  
Downtown Development Authority  
May 18, 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, Tony Gagliardo, Lamont Hill

**Absent:** None

**Staff:** Robert Toland, DDA Director

**Acknowledgment of Visitors:** Jodi Nichols, Ron Rademacher

**GENERAL BUSINESS**

- A. **Approval of Agenda:** A motion was made by Seth Wenger to approve the agenda supported by Lamont Hill. Motion carried.
- B. **Approval of Minutes:** A motion to approve the **April 20, 2023, regular** meeting minutes, was made by Seth Wenger and supported by Jim Truxton. Motion carried.
- C. **Treasurers' Report:** Debbie Smith-Olson presented the Treasurer's report through May 18, 2023, indicating a general fund balance of \$380,449.66, with disbursements totaling \$12,389.75, and total income of \$60,660.98 which included interest income of \$13.16.

The following bills were presented for payment:

Consumers Energy	\$ 336.42 (streetlights)
Robert Toland Consulting	\$ 1,550.00 (retainer & two meeting fees)
Jane Allison	\$ 2,224.94 (reimburse downtown banner purchase)
H2Oasis	\$ (irrigation start-up)
902 Michigan Purchase	\$ (building acquisition)
Randi Gould	\$ 3,050.00 (one-half 2023 gardening)
Wenger Pavilion Committee	\$ 1,000.00 (bond interest)
Village of Baldwin	\$ 636.47 (water bills)
<u>Total bills</u>	<u>\$ 8,797.83</u>

Lake County has forwarded their tax increment for 2022 in the amount of \$54,530.82. The DDA has received reimbursement from Progressive insurance for damage to the wayfinding sign in the amount of \$5,642. There is \$50,312.28 remaining in the bond fund account. This will be used to pay the October bond principal and interest. 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:** Jodi Nichols informed the DDA that a third Land Grant round may have additional funding for eliminating blight.

**BOARD COMMENTS:** None

## **OLD BUSINESS**

- A. **902 Michigan Project (Land Bank Grant):** The McClains are ready to close on the sale of the property. However, a Phase 2 environmental assessment has been recommended, and the cost of the study is grant eligible. The cost is \$3,945 but could increase to \$6,444 if the site is determined to be a facility. A motion was made by Seth Wenger and supported by Andy Gremel to allow Jane Allison to sign the agreement with Fishbeck. Motion Carried.
- B. **Trees, Flowerboxes & Irrigation System:** Randi Gould has started working on the flower beds. Irrigation start-up is scheduled for May 24.
- C. **8<sup>th</sup> Street Bridge Replacement:** The bridge deck has been paved. The approaches are being graded and will be paved next week. Guardrails will be placed after that with opening expected June 2.
- D. **8<sup>th</sup> Street Fish Farm and Dam:** The Conservation Resource Alliance has awarded their grant for final design and permitting.
- E. **Downtown Vision Project:** The committee recommends signing the agreement with Progressive once they have revised their proposal to eliminate the housing study and include more public engagement and economic studies. A motion was made by Andy Gremel and supported by Seth Wenger for the DDA to enter into an agreement with Progressive to conduct the Visioning study after the recommended revisions have been reviewed and approved. Motion Carried
- F. **Banner Poles:** The banners for the Blessing of the Bikes are up. The banners for the modelers and flyers will go up next week, then Troutarama. It was suggested that the Sesquicentennial banners be sold.
- G. **Artist/Mural Display:** Additional donations have been received for the Mural project. The Mural Project has received \$6,345 in donations and needs \$8,220.50. The Artist's group is also submitting two grant applications for \$2,000 each. The project should be taking shape soon.
- H. **Brown Trout:** Ivan Iler has suggested contacting an auto body paint shop or another equivalent vendor to repair the rust that is occurring. Several vendors were discussed, and inquiries will be made.

## **NEW BUSINESS:**

- A. **CSX Property:** The DDA has received a response to their inquiry about purchasing the

CSX property adjacent to the Pere Marquette Trail on the west side of M-37. CSX has replied that the property is not for sale but could be leased. No decision was reached.

**B. Michigan Back Roads:** Ron Rademacher presented an opportunity for the DDA to participate in his podcasts. He passed out his book featuring Baldwin and indicated his 25-minutes Podcasts have received 5,000 downloads. He proposes to do include 3 30-second acknowledgments about Baldwin for a cost of \$200 per year. A motion to accept his proposal was offered by Andy Gremel and supported by Darci Maldonado. Motion carried.

## **ADJOURNMENT**

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

Meeting Schedule: The next regular DDA meeting will be held June 15, 2023, at the Village office at 3:00 P.M.

Respectfully submitted,

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