

**Village of Baldwin
Downtown Development Authority
June 15, 2023, Minutes
Regular Meeting
(approved)**

CALL TO ORDER

Roll Call: Chairperson Jane Allison called the Meeting to order at 3:04 PM with board members:

Present: Jane Allison, Andy Gremel, Darci Maldonado, Jim Truxton, Debbie Smith-Olson, Tony Gagliardo

Absent: Seth Wenger, Dave Lewellyn, Lamont Hill

Staff: Robert Toland, DDA Director

Acknowledgment of Visitors: Jodi Nichols, Ron Rademacher

GENERAL BUSINESS

- A. **Approval of Agenda:** A motion was made by Tony Gagliardo to approve the agenda as amended to add "Pitch North" under New Business, supported by Andy Gremel. Motion carried.
- B. **Approval of Minutes:** A motion to approve the **May 18, 2023, regular** meeting minutes, was made by Debbie Smith-Olson and supported by Jane Allison. Motion carried.
- C. **Treasurers' Report:** Debbie Smith-Olson presented the Treasurer's report through June 15, 2023, indicating a general fund balance of \$368,695.59, with disbursements totaling \$13,797.83, and total income of \$2,043.76 which included interest income of \$15.62 in the general fund and \$2.13 in the bond fund.

The following bills were presented for payment:

Consumers Energy	\$ 314.42 (streetlights)
Robert Toland Consulting	\$ 1,200.00 (retainer & meeting fee)
Fishbeck	\$ 1,271.90 (as-built drawings)
H2Oasis	\$ (irrigation start-up)
902 Michigan Purchase	\$ (building acquisition)
Michigan Back Roads	\$ 200.00 (podcast)
Village of Baldwin	\$ 636.47 (water bills)
Total bills	\$ 3,622.79

Pleasant Plains Township has not yet paid their tax increment for 2022. The Chamber of Commerce has not yet paid their portion of their cost of the banners. H2Oasis has not yet submitted an invoice for the spring start-up. There has not been a closing date set yet for the 902 Michigan property acquisition. There is \$49,042.51 remaining in the bond fund account which will be used to pay the October bond principal and interest.

The DDA has transferred \$5000 of the money collected for the downtown mural project to the Artist's Collective. A motion to amend the budget by transferring \$7,000 from "Unbudgeted" to "Miscellaneous", was made by Jim Truxton, and supported by Darci Maldonado. Motion carried.

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

D. **Committee reports:** None

E. **Acknowledge Communications:** None

PUBLIC COMMENT: None

BOARD COMMENTS: None

OLD BUSINESS

E. **902 Michigan Project (Land Bank Grant):** Fishbeck has taken soil samples as part of the Phase II site assessment. A motion was made by Jim Truxton and supported by Andy Gremel to develop a Request for Proposals in order to retain a company to demolish the building taking into consideration the possibility of lead-based paint and asbestos. Motion Carried. The DDA Director will contact the grant administrator to determine who is responsible for the RFP.

F. **Trees, Flowerboxes & Irrigation System:** Randi Gould has started working and is doing a good job. The irrigation system is working but there were questions about the repairs not being well communicated. The DDA Director will contact other nearby communities and find out if there are other irrigation companies that could be used instead.

G. **8th Street Bridge Replacement:** The bridge is now open.

H. **8th Street Fish Farm and Dam:** The engineering design is continuing.

I. **Downtown Vision Project:** There will be a Vision Study Kick-off meeting on June 26th from 5:00 to 7:00 PM. Thereafter, there will be recurring "Zoom" meetings on the 2nd and 4th Thursdays at 10:00 AM.

J. **Banner Poles:** No discussion.

K. **Artist/Mural Display:** Additional donations have been received for the Mural project and the DDA has now transferred \$5,000 to their account. The project should be taking shape soon.

L. **Brown Trout:** Inquiries have been made into ways to repair the rust on the sculpture. The DDA Director will follow-up.

M. **CSX Property:** The DDA decided that leasing the CSX property is not a viable option.

NEW BUSINESS:

A. Pitch North: This regional competition could be a very good for the DDA to become involved. The DDA could justify contributing to the event if there were contestants interested that are within the DDA.

ADJOURNMENT

A motion to adjourn was offered by Jim Truxton and supported by Jane Allison. Motion carried. Meeting adjourned at 4:22 P.M.

Meeting Schedule: The next regular DDA meeting will be held July 20, 2023, at the Village office at 3:00 P.M.

Respectfully submitted,

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