

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

CALL TO ORDER

Roll Call: Chairperson Jane Allison called the Meeting to order at 3:02 PM with board members:

Present: Jane Allison, Andy Gremel, Darci Maldonado, Jim Truxton, Debbie Smith-Olson, Tony Gagliardo, Dave Lewellyn, Lamont Hill, Seth Wenger

Absent: None

Staff: Robert Toland, DDA Director

Acknowledgment of Visitors: Jodi Nichols, Tony Farr-Rader

GENERAL BUSINESS

- A. **Approval of Agenda:** A motion was made by Seth Wenger to approve the agenda, supported by Andy Gremel. Motion carried.
- B. **Approval of Minutes:** A motion to approve the **June 15, 2023, regular** meeting minutes, and the **June 26, 2023, special** 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 \$302,428.68, with disbursements totaling \$67,581.91, and total income of \$1,315.00 which included interest income of \$15.00 in the general fund and \$0.00 in the bond fund.

The following bills were presented for payment:

Consumers Energy	\$ 323.28 (streetlights)
Robert Toland Consulting	\$ 1,550.00 (retainer & meeting fee)
McCurdy, Wotila & Porteous	\$ 2,520.00 (fees for 902 Michigan)
H2Oasis	\$ 2,237.01 (irrigation start-up)
Lake County Artist Collective	\$ 2,000.00 (mural project)
Michigan Downtown Assoc.	\$ 125.00 (2023-2024 dues)
Village of Baldwin	\$ 1,075.09 (water bills)
Total bills	\$ 9,830.38

Pleasant Plains Township has just now paid their tax increment for 2022. The 902 Michigan property has been acquired. 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 an additional \$2,000 of the money collected for the downtown mural project to the Artist's Collective.

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

D. **Committee reports:** None

E. **Acknowledge Communications:** None

PUBLIC COMMENT: Tony Farr-Rader discussed the importance of local food sources and is promoting a community garden and farm market.

BOARD COMMENTS: None

OLD BUSINESS

A. **902 Michigan Project (Land Bank Grant):** As of July 7, 2023, the DDA is now the new owners of the property at 902 Michigan Avenue. A Request for Proposals has been prepared and shared with Jane Allison to retain a company to demolish the building including a Hazmat Survey from Fishbeck Engineering. There was a question about the legal liability of the DDA and indemnification. It is expected the building will be demolished by the end of the year. Discussion should take place to determine the extent of redevelopment.

B. **Trees, Flowerboxes & Irrigation System:** The flower beds are looking good. The DDA Director has contacted nearby communities and other irrigation companies that might be interested in working with the DDA. To date, none have indicated interest. There was discussion concerning some items that may not have been finished in the West Alleyway project.

C. **8th Street Upgrade:** No discussion.

D. **8th Street Fish Farm and Dam:** The status of the old Riverbed is still in question. The engineers are considering a third design option for the new orientation of the river. Jim Truxton and Fishbeck Engineering are developing a conceptual plan for the ultimate use of the property.

E. **Downtown Vision Project:** A Facebook page is being created but needs a name or title. A motion to me the effort "Let's Go Baldwin" was offered by Andy Gremel and supported by Jane Allison. Motion carried.

F. **Banner Poles:** No discussion.

G. **Artist/Mural Display:** Additional donations for the Mural project continue to come in and a grant from the Community Foundation for \$1,250 has been received. Other grant applications are in process. The group is preparing to clean the side of the building and will be holding a donor reception on August 12.

H. **Brown Trout:** Steve DeMaat has offered to look over the Trout Sculpture and prepare an estimate for repairing the rusted surfaces. Steve will be meeting with Jane, Jim, and Andy at the site.

NEW BUSINESS:

None

ADJOURNMENT

A motion to adjourn was offered by Debbie Smith-Olson and supported by Tony Gagliardo. Motion carried. Meeting adjourned at 4:22 P.M.

Meeting Schedule: The next regular DDA meeting will be held August 17, 2023, at the Village office at 3:00 P.M.

Respectfully submitted,

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