



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
January 21, 2025
8:15 AM

MINUTES

CALL TO ORDER

Board Chair, Jay Bostwick, called the meeting to order at 8:15 AM ET.

1. Roll Call

PRESENT	ABSENT
Daniel Becker	Joe Thompson (Excused)
Jacob Taylor	Jason Lippens
Jay Bostwick	Melissa Silta (Excused)
Kyle Closs	
Nathan Neumeier (Arrive at 8:24 AM)	
Robert LeDuc	

PUBLIC COMMENT: *None.*

APPROVAL OF MINUTES

2. Regular Meeting Minutes - December 17, 2024

Motion made by Closs, seconded by Taylor to approved the regular meeting minutes from December 17, 2024.

Voting Yea: Becker, Taylor, Bostwick, Closs, Neumeier, LeDuc

MOTION CARRIED.

FINANCIALS

3. December Revenue & Expenditure Report

DDA Director Patricia West provided an overview of the December financials. She noted that winter tax bills are currently being collected, contributing to the revenue. These bills are due on February 14, 2025. Additionally, the North Shore payment was made in December.

CONFLICTS OF INTEREST: *None.*

ADDITIONS TO THE AGENDA: *None.*

UNFINISHED BUSINESS: *None.*

NEW BUSINESS

4. 2025 Regular Meeting Schedule

Motion made by Becker, seconded by Closs to approve the Downtown Development Authority's 2025 Regular Meeting Schedule, which includes the first calendar meeting of

2026.

Voting Yea: Becker, Taylor, Bostwick, Closs, Neumeier, LeDuc

MOTION CARRIED.

5. 2025-2026 Budget Proposal Discussion

West met with the DDA Budget Subcommittee on January 16th to discuss the budget in detail. An overview was provided to the full board, with key budget items listed below:

- 9th St Bond Payment
- Annual Administrative Fee
- Increasing Downtown Ambassador Hours
- Expanding Parks & Recreation Contract
- North Shore Payment
- Permanent Vendor Structures at Farmers Market Square
- Facade Grant Program Planning
- Social District Development
- Tree Planting along Delta Ave

The board also discussed budgeting for new holiday garland in the downtown, which city staff and the electric department recommended replacing as the current garland is over 25 years old. The board consensus agreed to plan for that purchase in the next fiscal year.

Motion made by Closs, seconded by Taylor to recommend the proposed 2025-2026 budget to the City Commission for approval.

Voting Yea: Becker, Taylor, Bostwick, Closs, Neumeier, LeDuc

MOTION CARRIED.

CITY COMMENTS & REPORTS

6. 2024 Facade Grant Awarded Projects

West provided updates on the 2024 facade grant awards. Superbloom Coffee House (1016 Delta Avenue) is the only recipient that has not yet met with her. They have indicated their intention to proceed with the project but are considering scaling it back. Patricia will update the board on any proposed changes after meeting with them.

7. 2024-25 DTE Energy Foundation Tree Planting Grant Award

The DDA was the recipient of the \$4000 DTE Energy Foundation Tree Planting Grant Award. This will allow the DDA, in partnership with the City of Gladstone, to add trees and vegetation to the boulevards at the intersections of Delta Avenue and 8th, 10th, and 11th St by this summer.

8. Informational Meeting Presented to the Parks & Rec Advisory Board

West will present the Informational Meeting to the Parks & Recreation Board at their February meeting.

9. North Shore Development

No updates to share at this time.

10. Retirement of Community Development Director/Zoning Administrator | Renee Barron

Renee Barron has announced her retirement, effective April 15, 2025. The DDA Board recognized and applauded Renee for her significant contributions to the community. While the board is thrilled for her as she begins this new chapter, her impact will be deeply missed.

11. Social District Community Survey

Patricia West provided an overview of the social district survey based on responses as of January 17, 2024. The survey will remain open through the end of January, at which point the results will be reviewed to determine how to move forward.

BOARD COMMENTS & REPORTS

Gladstone School Board Member and DDA Board Member, Nathan Neumeier, provided an update on the school funding initiative scheduled for the May ballot. The initiative primarily focuses on enhancing opportunities for industrial arts and life skills, along with addressing other school needs.

PUBLIC COMMENT

Tonya Adams and Mark Lektzian inquired about the specifics of the social district.

The first question raised was how the implementation of the social district would affect taxes and costs for downtown businesses. West emphasized that the social district would not increase taxes, as the DDA's funding is generated through Tax Increment Financing. However, participating liquor establishments may incur other costs, such as purchasing stickers and sponsorship opportunities.

Mark Lektzian inquired about how the designated funding for the Farmers Market Square could support the social district. West explained that investments in permanent structures at Farmers Market Square would indirectly benefit the social district. She noted that the DDA Board strives to invest in the property year over year to enhance placemaking efforts and create an inviting space for people to enjoy in the downtown area.

ADJOURNMENT

Motion made by LeDuc, seconded by Becker to adjourn at 9:11 AM ET.

Voting Yea: Becker, Taylor, Bostwick, Closs, Neumeier, LeDuc

MOTION CARRIED.