



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY

City Hall Chambers – 1100 Delta Avenue

February 17, 2026

8:15 AM

MINUTES

CALL TO ORDER

DDA Chairperson, Jay Bostwick, called the meeting to order at 8:16 AM ET.

1. Roll Call

PRESENT	ABSENT
Daniel Becker	Jason Lippens (Excused)
Jacob Taylor	Joe Thompson (Excused)
Jay Bostwick	Nathan Neumeier (Excused)
Kyle Closs	Robert LeDuc (Excused)
Parker Grzybowski	

Staff Present: Rob Spreitzer and Patricia West

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2. Regular Meeting Minutes - January 20, 2026

Motion made by Closs, seconded by Grzybowski to approve the regular meeting minutes of January 20, 2026.

Voting Yea: Becker, Taylor, Bostwick, Closs, Grzybowski

MOTION CARRIED.

FINANCIALS

3. January 2026 Revenue & Expenditure Report

West provided an overview of the revenue and expenditure report, including the current fund balance and the percentage of the budget expended to date. It is anticipated that the DDA will contribute to the fund balance at the end of the fiscal year.

Closs suggested considering an additional payment toward the North Shore loan at year end in order to reduce the overall repayment schedule, given the current fund balance.

The DDA agreed to include this item on the agenda for the March meeting for further discussion.

CONFLICTS OF INTEREST

None.

ADDITIONS TO THE AGENDA

West shared that Radio Results Network has reached out about commercial marketing opportunities. The board added it under New Business as item 8.5.

UNFINISHED BUSINESS

None.

NEW BUSINESS

4. 2026-2027 DDA Budget Proposal

Motion made by Closs, seconded by Becker to recommend the proposed 2026-2027 DDA budget as amended with the corrected spreadsheet to the City Commission.

Voting Yea: Becker, Taylor, Bostwick, Closs, Grzybowski

MOTION CARRIED.

5. Draft of 2026 Farmers Market Vendor Policies

Motion made by Grzybowski, seconded by Becker to recommend the proposed 2026 Farmers Market Vendor Policies as presented to the City Commission for approval.

Voting Yea: Becker, Taylor, Bostwick, Closs, Grzybowski

MOTION CARRIED.

6. Grant Application Request | Community Foundation for Delta County

Motion made by Becker, seconded by Taylor to approve the DDA's grant application for the Community Foundation for Delta County's grant program for a permanent Christmas Tree.

Voting Yea: Becker, Taylor, Bostwick, Closs, Grzybowski

MOTION CARRIED.

7. Grant Application Request | T-Mobile Hometown Grant Program

Motion made by Closs, seconded by Grzybowski to approve the DDA's grant application for the T-Mobile Hometown Grant program for placemaking efforts at 701 Delta Ave for up to \$50,000.

Voting Yea: Becker, Taylor, Bostwick, Closs, Grzybowski

MOTION CARRIED.

8. MEDC's Michigan Main Street Program

West presented an overview of the Michigan Main Street Program, explaining both the benefits and commitment required in obtaining certification.

Motion made by Closs, seconded by Becker to table the pursuit of the Michigan Main Street Program indefinitely, with the option to revisit the matter in the future if desired.

Voting Yea: Becker, Taylor, Bostwick, Closs, Grzybowski

MOTION CARRIED.

8.5 Radio Results Network Advertising

Motion made by Bostwick, seconded by Closs to gather information on commercial pricing for our Farmers Market, Downtown Day, and Old-Fashioned Christmas.

Voting Yea: Becker, Taylor, Bostwick, Closs, Grzybowski

MOTION CARRIED.

CITY COMMENTS & REPORTS

9. Budget Work Sessions

West shared that the budget work sessions are scheduled for Tuesday, Wednesday, and Thursday of this week from 5:00–7:00 PM in the City Hall Chambers.

10. Leading Rural Michigan Update

West shared that she will be participating in the Leading Rural Michigan program in Gaylord on Monday, February 23 and Tuesday, February 24. The Leading Rural Michigan program is a 12-month leadership development experience designed to

strengthen engagement, collaboration, and leadership skills among emerging rural leaders across the state, offered through the Michigan Department of Labor and Economic Opportunity in partnership with Michigan State University Extension.

11. North Shore Development

West and Spreitzer reported that Hannahville 2% funding has been received and will be used to engineer plans for the North Shore infrastructure.

12. Update on Creating Projections to Apply for a Bank Loan Workshop

The workshop was well attended and included excellent discussion, with many participants from the surrounding area.

13. Zoning Administrator Certification

West shared that she will be attending the Zoning Administrator Certification Program through Michigan State University on Thursday, February 19 and Friday, February 20 in Mount Pleasant.

BOARD COMMENTS & REPORTS

Bostwick inquired about the status of the Phil & Lee's Grand View Estates Subdivision. Spreitzer provided an update on the procurement of infrastructure-related materials and the project timeline. West shared an update on the number of lots within the subdivision and discussed a potential opportunity to pursue Safe Routes to School funding.

ADJOURNMENT

Motion made by Becker, seconded by Grzybowski to adjourn at 9:36 AM ET.

Voting Yea: Becker, Taylor, Bostwick, Closs, Grzybowski

MEETING ADJOURNED.