
DOWNTOWN DEVELOPMENT AUTHORITY/LOCAL DEVELOPMENT FINANCE AUTHORITY MINUTES

July 27, 2023
Regular Meeting - 4:00 PM

1) CALL TO ORDER

IN A REGULAR SESSION held on Thursday, July 27, 2023 at 4:00 PM in the Training Room of City Hall, 323 West Michigan Ave, Marshall, MI 49068, the Marshall Downtown Development Authority/Local Development Finance Authority was called to order by Chair Beck.

2) ROLL CALL

Roll was called:

Present: Chair Mike Beck, Sue Damron, Desmond Kirkland, Jason LaForge, Amanda Lanker, Derek Perry, J.P. Walters, Catherine Yates

Also Present: Attorney Revore and Clerk Eubank

Absent: Matt Davis, BeckyJones, and Diane Thompson

3) APPROVAL OF AGENDA - Items can be added or deleted from the Agenda by City Council action.

Chair Beck stated that there were multiple special event recommendations that needed to be added to DDA new business under item 8B including SkeletonFest, Home Tour, Christmas Parade, Step Out of Darkness, and the Costume Parade.

Moved Catherine Yates, supported Sue Damron to amend the agenda to include recommendations on the following special events to item 8B SkeletonFest, Home Tour, Christmas Parade, Step Out of Darkness, and the Costume Parade . On a voice vote: **Motion carried.**

Moved Catherine Yates, supported Sue Damron to approve the agenda as amended. On a voice vote: **Motion carried.**

4) PUBLIC COMMENT Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes.

NONE

5) PRESENTATIONS AND RECOGNITIONS

None

6) CONSENT AGENDA

The consent agenda was approved without any objections.

A. Minutes

May 5, 2023- Regular Session
July 13, 2023- Special Session

B. Financials

DDA Revenue/Expense Report- Period ending May 31, 2023
LDFA Revenue/Expense Report- Period ending May 31, 2023
DDA Revenue/Expense Report- Period ending June 30, 2023
LDFA Revenue/Expense Report- Period ending June 30, 2023

8) DDA NEW BUSINESS

B. Special Event Recommendations

Moved Catherine Yates, supported Sue Damron to recommend the SkeletonFest event to City Council. On a voice vote: **Motion carried.**

Moved Sue Damron, supported Jason LaForge to recommend the Home Tour to City Council, with the road closure following staff recommendations. On a voice vote: **Motion carried.**

Moved Catherine Yates, supported Sue Damron to recommend the Christmas Parade to City Council. On a voice vote: **Motion carried.**

Moved Sue Damron, supported Catherine Yates to recommend the Step Out of Darkness event to City Council. On a voice vote: **Motion carried.**

Moved Sue Damron, supported Amanda Lankerd to recommend the Costume Parade to City Council. On a voice vote: **Motion carried.**

A. Bluesfest Update

Kimber gave an update on Bluesfest 2023. Beck recommended talking with social district businesses about the beer tent for the next year. Durian stated that businesses in blocks adjacent to the current closure would like to see the closure extended to include their businesses.

7) MEADA UPDATE

Jim Durian gave a MEADA update.

9) DDA OLD BUSINESS

10) LDFA NEW BUSINESS

A. MEC Update

Perry stated that Willard Ladd sent a letter on July 21, 2023 stating that he could not move forward with the purchase agreement.

Motion Sue Damron, supported by J.P. Walters to acknowledge the letter from Willard Ladd and authorize the city to send a letter on behalf of the LDFA to recognize the termination of the option agreement upon expiration and authorizing the LDFA attorney to acknowledge the same. On a voice vote: **Motion carried.**

11) LDFA OLD BUSINESS

A. Shafer Ready-Mix

Perry stated that survey and title work are under way and that there have been conversations with Shafer about what a purchase agreement may look like. Damron suggested the possibility of a special meeting if needed for the approval of the purchase agreement. Beck suggested adding a construction must start by date to the agreement.

12) BOARD REPORTS

LaForge questioned the deer management program for the city, to which Perry gave an update.

Damron requested an update on Green St construction. Davenport gave an update on progress to date, stating official construction was slated for August with completion deadline of November 1.

13) ADJOURNMENT

The meeting was adjourned at 4:48 p.m.

Respectfully submitted by,

Michelle Eubank
City Clerk