
DOWNTOWN DEVELOPMENT AUTHORITY/LOCAL DEVELOPMENT FINANCE AUTHORITY MINUTES

November 16, 2023
Regular Meeting - 4:00 PM

1) CALL TO ORDER

IN A REGULAR SESSION held on Thursday, November 16, 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 Beck, Sue Damron, Desmond Kirkland, Jason LaForge, Derek Perry, Diane Thompson, J.P. Walters, Catherine Yates

Also Present: Clerk Eubank

Absent: Matt Davis, BeckyJones, and Amanda Lanker

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

Moved by Diane Thompson, supported by Catherine Yates to approve the agenda as submitted. On a voice vote: **Motion carried.**

4) PUBLIC COMMENT ON AGENDA ITEMS 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. Comments should address AGENDA ITEM topics. Public Hearing items should be addressed during the PUBLIC HEARING portion of the meeting agenda. Non-Agenda items should be addressed during the PUBLIC COMMENT-NON-AGENDA ITEMS portion of the meeting agenda.

5) PRESENTATIONS AND RECOGNITIONS

A. BROOKS SUBSTATION PROJECT UPDATE

Kevin Maynard gave an update on the project.

6) CONSENT AGENDA

Moved by Diane Thompson, supported by Sue Damron to approve the consent agenda as submitted. On a voice vote: **Motion carried.**

A. DDA/LDFA Minutes

DDA/LDFA Minutes- September 28, 2023

B. Financial Reports

DDA Revenue/Expense Report-September 30, 2023

LDFA Revenue/Expense Report- September 30, 2023

DDA Revenue/Expense Report-October 31, 2023

LDFA Revenue/Expense Report- October 31, 2023

C. 2024 MEETING CALENDAR

7) MEADA UPDATE

Jim Durian gave an update.

12) LDFA OLD BUSINESS

A. BROOKS INDUSTRIAL PARK SURVEY PROJECT

Moved by Jason LaForge, supported by Catherine Yates to authorize no more than \$60,000 to reconcile titles and other necessary documents for properties in the LDFA. On a voice vote: **Motion carried.**

8) PUBLIC HEARINGS & SUBSEQUENT BOARD ACTION

9) DDA NEW BUSINESS

A. REVIEW OF THE DDA'S FY25 CAPITAL IMPROVEMENT PROGRAM

Moved by Catherine Yates, supported by Sue Damron to accept the DDA's FY25 Capital Improvement Program. On a voice vote: **Motion carried.**

B. ICE, WINE, BLUES AND BEER EVENT REQUEST

Moved by Sue Damron, supported by Catherine Yates to approve the Ice, Wine, Blues, and Beer Festival and suspend the Social District for Friday, February 2nd, from 4pm-10pm. On a voice vote: **Motion carried.**

C. BLUESFEST 2024

The consensus of the board was to move forward with booking entertainment and vendors based on the approved budget, and to change the sponsorship levels to the following: Diamond \$10,000, Platinum \$7,500, Sapphire \$5,000, Gold \$3,000, Silver \$2,000, Bronze \$1,000, BFF \$500 and Friends \$250.

10) DDA OLD BUSINESS

11) LDFA NEW BUSINESS

A. REVIEW OF THE LDFA'S FY25 CAPITAL IMPROVEMENT PROGRAM

Moved by Diane Thompson, supported by J.P. Walters to accept the LDFA's FY25 Capital Improvement Program. On a voice vote: **Motion carried.**

B. PARCEL #53-360-003-00 PURCHASE AGREEMENT - RESOLUTION TO RESCIND

Moved by Sue Damron, supported by Diane Thompson to approve resolution 2023-03. On a voice vote: **Motion carried.**

13) BOARD REPORTS

14) ADJOURNMENT

The meeting was adjourned at 5:25 p.m.

Respectfully submitted by,

Michelle Eubank
City Clerk