

Village of Vicksburg
Downtown Development Authority
Minutes
May 21, 2014

The meeting of the Vicksburg Downtown Development Authority was called to order at 8:04 am on May 21, 2014 at 101 S. Main Street, Vicksburg, Michigan by Tanya DeLong.

Members present: Bill Adams; Tonya DeLong; Steve McCowen; Amy Miller; Ken Schippers (Ex-Officio); Laura Howard; Mike Oswalt; John DeBault; Robert Dornbos; Clint Powell; Absent: Didik Soekarmoen and Todd Glenn

Others present: Tracy Locey (Recording Secretary); Brett Grossman; Kathleen Hoyle; Mary Marshall; Sue Moore.

Oaths of Office: Tracy Locey, Village Clerk, administered the Oaths of Office for present membership.

Approval of Agenda:

Howard moved, seconded by Adams to approve the agenda as presented. Motion carried 9-0.

Approval of Minutes:

Howard moved, seconded by Adams to approve the minutes as amended below. Motion carried 9-0.

“Member Comments:

- Discussion continued on the proposal district.
- Schippers reported possibly changing Washington and Main between *Prairie and Main* to a one-way street to expand parking.”

Approval of Treasurer’s Report:

Miller presented the warrant and treasurer’s report. Discussion took place on payments from Skip Knowles on a façade improvement loan. Locey will consult with Village Treasurer and report to the Authority. The remaining loan amount from Horizon Bank will be communicated to the membership by Locey via email. Adams moved, seconded by Oswalt to accept the warrant report as presented. Motion carried 9-0. Howard moved, seconded by Dornbos to approve the treasurer’s report as presented. Motion carried 9-0.

Correspondence and Communications: None.

Adopt By-Laws:

The revised bylaws were presented in the packet. Howard moved, seconded by McCowen to adopt the by-laws as presented. Motion carried 9-0.

Adopt Strategic Plan -

Adams reported the Council has approved the Strategic Plan. Miller moved, seconded by McCowen to adopt the Strategic Plan as presented. Motion carried 9-0.

Strategic Plan Updates:

Downtown Improvements:

DeLong began by expressing the excitement she and others have regarding the plans of the DDA. Signage and awnings are being explored. Discussion took place on the one way alleyway, pedestrian crossings, handicapped parking, and green opportunities. Mandy Miller told DeLong she is willing to receive plastics from the Main Street businesses for recycling. Discussion took place on trash containers and recycling opportunities.

Current properties for sale in the district are: 120 W Prairie, 308 W Prairie, and 113 S. Main. Next IT is looking for space in the Village for locating an office.

Business Growth Plan:

Miller reported Marshall has spoken with the school to incorporate student involvement. Marshall has also been working on cleaning up the business listing.

Marketing Plan:

Hoyle briefly reviewed funding sources for future projects. Once quotes and bids have been received for the initial projects, she will be able to match funding to the project. Several of the grants are tied to job creation.

Hoyle stated there are nine groups that will be contacted regarding the DDA desire to expand its boundaries. Locey is preparing the list of parcels and taxable value to begin the analysis of impact per taxing unit.

Hoyle presented a rough draft of items that should be listed on the website. Hoyle was given permission to choose the best quote for website development and begin the process of getting the information posted.

The Membership was thanked by Hoyle for staying on task and their timely responses.

Infrastructure Plan:

Schippers reviewed the main points for the completion of the goal.

Member Comments:

- There was an inquiry about when the Christmas Tree boards will be removed from the building.
- Locey will look-up and report the zoning for Main Street.
- Discussion took place on how to increase communication with the residents on upcoming events.

With there being no further business, the meeting was adjourned at 9:17 am.

Respectfully Submitted,

Tracy L. Locey
Recording Secretary