



Village of Vicksburg
Downtown Development Authority
Minutes
October 21, 2015

The meeting of the Vicksburg Downtown Development Authority was called to order at 8:10 am on Wednesday, October 21, 2015 at 101 S. Main Street, Vicksburg, Michigan by Steve McCowen.

Roll Call

Members present: Bill Adams, John DeBault, Mary Marshall, Steve McCowen, Julie Merrill, Mandy Miller, Mike Oswald, and Ken Schippers (Ex-officio) Absent: Tanya DeLong, Laura Howard and Didik Soekarmoeno

Others present: Kathleen Hoyle, Sue Moore and Stella Shearer

LISC: Melody Baacon and Chuck Vlieg

Paper City Development: Colleen Bowman, John Kern and Jackie Koney

Approval of the Agenda

Marshall moved, seconded by Oswald to approve the amended agenda. Motion carried 7-0.

Approval of Consent Agenda

McCowen moved, seconded by Merrill to approve the Consent Agenda (minutes for regular meeting on 9/16/2015 and special meeting on 9/30/2015; Warrant Report for September, 2015; and Financial Statements for ME 9/30/2015. Motion carried 7-0.

Resolution 10-19-2015-4

Adams moved, seconded by McCowen to pass Resolution 10-19-2015-4 to commit the Downtown Development Authority of the Village of Vicksburg to fulfill the requirements of the Select Level Michigan Main Street program to enhance the economic development of the downtown. A roll call vote was taken and the motion carried 7-0.

LISC Presentation

Chuck Vlieg (Program Vice President, National LISC/Executive Director, Michigan LISC) and Melody Baacon (Assistant Program Officer) gave a brief overview of the LISC programs and approval process. LISC expressed their strong support for the DDA and Village projects. In addition to the \$10,000 grant funding, LISC also has available a Loan Program of \$50,000 for use by merchants and businesses to upgrade their buildings.

Oswald moved, seconded by Adams to approve the LISC Loan and Grant Programs. A roll call vote was taken and the motion carried 7-0.

Main Street

Emily Pantera (Michigan State Housing Development Authority Michigan Main Street Division) gave an overview of the Main Street Program and the benefits and advantages for participating communities.

Emily expressed strong support for the DDA and Village to move forward with the Main Street Select Level designation.

Correspondence and Communications - None

Director Report

Activity Updates

- a. Historical Designation - No Update
- b. Business Workshops & Meetings - No Update
- c. Parks & Recreation/Trail Development - See Director's Report
- d. Ordinances - Debault reported the signage and awnings ordinances will be submitted to the Planning Commission this evening for their approval. It is expected the Village Council will approve the sign/awning ordinance in December. The Village attorney has confirmed the DDA cannot be held liable for issues related with regard to the ordinances. Façade Improvement Programs – No Update
- e. Green Initiatives - Public recycling bins are being considered for location in various parts of the Village. Roll out of this program is expected in the spring.
- f. Christmas in the Village - Planning Committee continues to meet monthly.
- g. Business Acquisition - The Barton Group is working with the property owners at the corner of Prairie and Kalamazoo as a potential location for a proposed new office building. Mike Frederick's will be the developer for the office building project and has four confirmed tenants.
- h. Tour Group Package Marketing - No Update
- i. Skilled Trades Center Planning - No update
- j. Wi-Fi Program - Nine merchants have signed up for the pilot program and the equipment is expected to be installed on the water tower in the next few days.

Member Comment - None

Adjournment

Adams moved, seconded by Oswalt to adjourn the meeting. The meeting was adjourned at 9:35am.

Respectfully Submitted,

Stella Shearer
Recording Secretary

Date Minutes Available: 11/3/2015
Date Minutes Approved: 11/18/2015