



St. Johns Principal Shopping District and Downtown Development Authority
100 E. State, PO Box 477 – St. Johns, MI – 48879 (989) 224-8944 ext. 233

www.DowntownStJohnsMi.com
psdcityofsj@gmail.com

**BOARD OF DIRECTORS
2021 - 2022**

Chairman
Tyler Barlage
Community Christian Church

Vice-Chairman
Kirk Gartside
Custom Embroidery Plus

Secretary-Treasurer
Jason Butler
Butler Financial Group

Directors
Ed Brandon
Gilroy's Hardware

Bruce DeLong
Clinton County Board of Commissioners

Amber Haubert
Global Coffee

Erika Hayes
Jackson,
Jackson &
Hayes, PC

Tracy Kossaras
Kurt's Appliance

Dave Kudwa
City of St. Johns, MI

Nancy McKinley
The Castle Residence

Corinne Trimbach
Unique Reflections

Craig Smith
Main Street
Café & Pizza

COMMITTEES

Marketing
Tyler Barlage
Jason Butler
Erica Hayes

Events
Kirk Gartside
Tyler Barlage
Tracy Kossaras
Jason Butler
Corinne Trimbach
Amber Haubert

**Executive, Finance,
Strategic Planning**
Tyler Barlage
Kirk Gartside
Bruce DeLong
Dave Kudwa
Jason Butler

CONTACT INFO

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Heather Hanover
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**Meeting Minutes
Downtown Development Authority
July 7, 2021**

Members Present: Tyler Barlage, Kirk Gartside, Jason Butler, Ed Brandon, Amber Haubert, Dave Kudwa, Nancy McKinley, Corinne Trimbach and Craig Smith.

Other Present: Mariah Leiby, Brenda Terpenning, Dave Kirk, Jon Stoppels, Kim Zuehlke, Ruthie Reynolds, Bill Brewbaker, Chris Brewbaker and Heather Hanover

1. The meeting was called to order by Chairman Barlage at 12:01pm
2. There were no additions to the agenda
3. Motion by Dave Kudwa, seconded by Kirk Gartside to approve the **Consent Agenda** as presented, motion carried.

A. *Minutes of meeting dated June 2, 2021

B. *City of St Johns monthly financial report through June 29, 2021

4. There were no **Communications**.

5. Old Business

A. Downtown Development Authority New Boundaries and TIF reinstatement: Chairman Barlage stated that the DDA is still in affect but the TIF needs to be reinstated. This gives us an opportunity to change the DDA boundaries. Dave Kudwa presented a map of the proposed DDA boundary changes. The new boundaries would include the old Federal Mogul building, RBW, both churches on 21 and the Frontier Building. A calendar was developed by Kudwa, Kinde and Hanover which will hopefully allow the reformation of the TIF and new DDA boundaries by October 21st, well ahead of the end of the year deadline. Motion by Kirk Gartside, seconded by Jason Butler, to approve the new DDA boundaries and the reestablishment of the DDA TIF, motion carried. Heather will send a letter the city confirming the board's support.

6. New Business

A. Downtown Design Committee- Mission Statement and Formation: Amber Haubert stated that she would like to be the chairman of the new committee. She is very excited to make downtown the best it can be and already has a few people that would like to be on the committee. She asked about having a budget to make the improvements. The Incentive grant money and the amount of money spent on flowers was discussed. Amber is hoping to have \$50,000 to do a total make over. There was discussion on the budget the committee members. Motion by Kirk Gartside, seconded by Corinne Trimbach, to have Amber Haubert Chair the new committee and come back to the board with a proposal, motion carried.

There was discussion on of the dried out hanging baskets. All dried out baskets will be removed if they don't bounce back.

Motion to Adjourn by Kirk Gartside, seconded by Dave Kudwa, motion carried.

Meeting Adjourned 12:41pm

Next Regular PSD/DDA Board Meeting Aug 4, 2021 at 11:30 at Main Street Cafe



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**Meeting Minutes
Principal Shopping District
July 7, 2021**

11: 30 am, At Main Street Café

Members Present: Tyler Barlage, Kirk Gartside, Jason Butler, Ed Brandon, Amber Haubert, Dave Kudwa, Nancy McKinley, Corinne Trimbach and Craig Smith.

Other Present: Mariah Leiby, Brenda Terpenning, Dave Kirk, Jon Stoppels, Kim Zuehlke, Ruthie Reynolds, Bill Brewbaker, Chris Brewbaker, Ken Harris and Heather Hanover

- 1. Meeting was called to Order by Chairman Barlage at 11:32**
- 2. There were no Additions to the Agenda**
- 3. Motion to Approve the Consent Agenda as Presented, made by Kirk Gartside, seconded by Dave Kudwa, motion carried.**

- A. Minutes of meeting dated June 2, 2021
- B. Membership Dues for Clinton County Catalyst \$1000.
- C. City of St Johns monthly financial report through June 29, 2021
- D. Director's Report
- E. Farmer's Market WLNS Ad \$200/month(5 months totaling \$1000)

4. Communications

- A. Update from Brenda Terpening: Clinton County Chamber of Commerce. Brenda again commented that everything is going well for the Mint Festival. Donations are going smoothly. She asked about who runs the sound system for the parade. Kirk stated that Al Nelson usually is in charge. Brenda also announced the Chamber Golf Outing on August 25th. The PSD will put together a team. Brenda is also excited for the first Chamber Luncheon which will be held in August.
- B. *Marketing, Events and Executive Committee meeting minutes: Chairman Barlage asked if there were any comments or questions on the committee meeting minutes. There were none.

5. Old Business

- A. Mint Fest Beverage Tent: The license has been applied for and the insurance is in place. We need a lot of volunteers for set up, running and clean up for the beverage tent and the car show. A sign up sheet was distributed.

6. New Business

- A. Welcome new Board Member: Ed Brandon, Gilroy's Hardware. Chairman Barlage welcomed Ed to the board.

B. Rescission of Incentive Grant Program: Because of the high occupancy rate the executive committee is recommending the recession of the Rental Grant Program. They would like to replace it with a Façade Grant.

Motion by Jason Butler, seconded by Kirk Gartside, to discontinue the Incentive Grant Program, motion carried.

C. Festival of Lights: There was discussion about going ahead with the Festival of Lights without the aid of Brenda Barber that we have had in years past. It was the general consensus that the board would like to go ahead with the Santa parade and the Festival of lights. It would take help from the entire community. Mariah Leiby stated that she would love to keep it going and help out in any role the board would need. There was discussion of getting the different service groups to help out, i.e., Kiwanis to help with the Santa's workshop, the Rotary to help with the Trail lights, the Art Council to help with the kid's crafts, the fire department to help with warming stations and the Community Christian Church to run the live Nativity just to name a few. Kirk Gartside will talk with Brenda to see what guidance she can give. The general feeling of the board is that we should continue the Festival of Lights

At the end of the meeting the Chair asked for any public comments, Amber Haubert asked about the TV ads for the Farmer's Market. Chairman Barlage said they are paid for from the vendor fees and are a budgeted expense. He also announced that the next Marketing Committee meeting will be tomorrow July 8th at 11:30 at Main Street Café. The next Event Committee meeting will be July 23rd at 8am at Butler Finance.

Motion to Adjourn by Corrine Trimbach, seconded by Jason Butler, motion carried.
Adjourned at 12pm

Next Regular PSD/DDA Board Meeting Aug 4, 2021 at 11:30 at Main Street Cafe