

**Cass City Downtown Development Authority**  
**Minutes**  
**April 9, 2024**

The Meeting was brought to order at 1:30 pm by Chairman Weiler.

BOARD MEMBERS PRESENT: Christine Anthony, Eric Brown, Misty DeLong, Andrew Klco, Jon Ligrow, David Weiler, Village President Robert Piaskowski

ABSENT: Tyler Erla, Amy Peters, Cass City Chamber Administrator

VILLAGE STAFF PRESENT: Village Manager Debbie Powell, Director of Community Development Melanie Radabaugh, Administrative Assistant Linda Miller

**Motion to approve the minutes from the March 12, 2024, meeting by Brown and supported by Anthony. Motion Carried.**

**Motion to approve the March 31, 2024, Financial Report was made by Brown and supported by DeLong. Motion Carried.**

No comments during Citizen Comments.

Chamber of Commerce Report: Jon Ligrow gave an update on the Chamber of Commerce. An offer has been given to a person for the Chamber Administrator position. Have not heard if this person has accepted this offer. The Farmers Market will be starting up June 6<sup>th</sup> and runs thru August 29<sup>th</sup> in Rotary Park from 3:00 to 6:00 pm. Was mentioned the Freedom Festival Committee has contacted the fireworks person. The Annual Chamber of Commerce Dinner is this Friday, April 12<sup>th</sup> at the VFW Hall.

Leach Street Property Demo: Several bid quotes for the demolition of the Leach Street property were reviewed.

**Motion by Brown supported by Ligrow to accept the Della Holdings proposal for \$25,500.00 for demolition of the 4453 Leach Street property.**

Manager Powell is going to request a new quote from Nicol and Sons Inc. for the hauling of millings, pulverizing, grading, and compacting of the parking lot to include both parcel numbers on the quote.

**2023 Annual DDA Report: Motion to approve the 2023 Annual DDA Report by Ligrow supported by Piaskowski. Motion Carried.**

**Motion by DeLong supported by Brown for the following DDA Goals for 2024. Motion Carried.**

- **Leach Street Property Demolition**
- **Parking Lot Improvements**
- **Lease for the Cultural Center Building**
- **Streetscape - Trees**
- **Bicycle Racks in the Downtown**

Lease Agreement between the DDA/Village of Cass City and CCHCCM: After some discussion, it was decided everyone should review this Lease Agreement and send your changes/recommendations to Linda for review at next month's meeting.

Marketing/Branding Sub-Committee: Radabaugh mentioned she is looking for sub-committee members to join her in reviewing and scoring the Marketing/Branding bids that have been received for determining a recommendation to the Village Council.

By consensus, the meeting was adjourned at 2:15 pm.

Respectfully Submitted,

*Linda W. Miller*  
Administrative Assistant