

Cass City Downtown Development Authority
Minutes
May 14, 2024

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

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

ABSENT: Christine Anthony, 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 April 9, 2024, meeting was made by Ligrow and supported by Brown. Motion Carried.

Motion to approve the April 30, 2024, Financial Report was made by Erla and supported by DeLong. Motion Carried.

Citizen Comments: Barb Kirn gave an update on the Cass City Historical Cultural Center Museum group that is applying for grants. The Pinney Foundation and Tuscola County Foundation grants have been tabled for now. They need to be more specific before they reapply in the fall. They are applying for a grant from POET for up to \$4,000 for asbestos removal. They are going to work with a Florida company to be paid by the pound to collect gently used shoes as a fundraiser. They are also planning to have a float in the Freedom Festival Parade and have a collection jar at the park. They need to get into the building so contractors can provide bids but the asbestos needs to be removed first.

Chamber of Commerce Report: Jon Ligrow gave an update on the Chamber of Commerce. The new Chamber Administrator is David Boulton. They have booked the Plymouth Fife and Drum Core and the Shriners for the Freedom Festival. The Freedom Festival letter has gone out to area businesses asking for donations. The next meeting for the Freedom Festival committee is May 21st.

“Customer Parking Only” Signs: New signs have been installed in the alley behind the businesses between Leach and Seeger.

Parking Lot: Manager Powell is requesting a new quote from Nicol and Sons with a breakout for the parking lot. The previous quote was only for the location of the house.

DDA/Cultural Center Update: Manager Powell said the Tuscola County Land Bank is looking for a timeline for the projects. It has been decided the roof is the first priority. Next is the masonry work and third is the entrance access. Manager Powell mentioned the Tuscola EDC has chosen a new director and this person should be starting June 3rd.

Thumb Bank Loan Consolidation: Motion to approve the loan for \$62,000 at a rate of 5.95% fixed for 5 years; rate to be adjusted based on the current weekly average yield on the 10-year Treasury for a term of 180 monthly payments, estimated payment of \$525/month, estimated total interest of \$32,000 was made by Weiler and supported by Erla. Motion Carried.

MDOT Shared Streets & Spaces Grant: Radabaugh will be applying for the bike rack grants.

Farmers Market Update: The Farmers Market will be starting June 6th and runs thru August 29th in Rotary Park from 3:00 to 6:00 pm.

Lease Agreement between the DDA/Village of Cass City and CCHCCM: After much discussion, it was decided to change the amount of the property acquisition at the end of the lease to be \$1.00 in addition to 100% of all costs incurred by the DDA and The Village of Cass City.

Motion to approve the lease for the 6429 Main Street, Cass City, Michigan property lease agreement starting at 12:00 noon on July 1, 2024, and ending at 12:00 noon on December 31, 2031, with amendments was made by DeLong and supported by Ligrow. Motion Carried.

Motion to recommend to the Village Council to extend the terms of Brown, Ligrow, and Weiler for a term ending May 1, 2028, was made by Erla and supported by DeLong. Motion Carried.

Motion to recommend to the Village Council to have Weiler as the Chairman of the DDA/EDC was made by Erla and supported by Klco. Motion Carried.

By consensus, the meeting was adjourned at 2:36 pm.

Respectfully Submitted,

Linda W. Miller

Administrative Assistant