

**VILLAGE OF SCHOOLCRAFT
DOWNTOWN DEVELOPMENT AUTHORITY
APRIL 4, 2013**

The Regular Meeting of the Downtown Development Authority held at 442 N. Grand Street, Schoolcraft, Michigan was called to order at 8:00 a.m. by Chairperson Dan Hartleib.

ROLL CALL:

Present: Dan Hartleib, Jim Stamper, Rob Swarts, Dale Miller, Bob Squier,
Dan DeVries and Jonathan Farness.
Absent: Sean Budlong.
Also Present: Village Manager Cheri Lutz, Lee Adams.

DETERMINATION OF QUORUM:

A quorum was present.

APPROVAL OF MINUTES:

Motion by Miller, seconded by Squier, to approve the minutes of the February 7, 2013, meeting as presented. All aye.

PUBLIC HEARINGS:

None.

OLD BUSINESS:

Chairperson Hartleib provided an update on the status of tree trimming and tree planting in the DDA District.

NEW BUSINESS:

- a) Motion by DeVries, seconded by Miller, to approve the YTD Revenue and Expense Report as presented. All aye.
- b) Village Council Meeting minutes of January 14, 2013, through March 18, 2013, were reviewed for file.
- c) Planning Commission Meeting for January and February, 2013, were reviewed for file.
- d) Mr. Lee Adams of the Kalamazoo County Planning Commission appeared before the DDA to present the Memorandum of Understanding for redevelopment of property located at 306 N. Grand Street.

Motion by DeVries, seconded by Miller, to approve the Memorandum of Understanding for redevelopment of property located at 306 N. Grand Street. All aye.

- e) The letter from Mark's Sales and Service requesting grant assistance for development of property located at 429 S. Grand Street was discussed.

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By general consensus, the DDA agreed that the DDA could not assist with site plan development but could offer the Façade Improvement Grant Program for assistance with signage, landscaping, etc.

ADJOURNMENT:

The meeting was adjourned at 8:32 a.m.

Cheri M. Lutz, Recording Secretary

Dan Hartleib, Chairperson