

# LAWRENCE DOWNTOWN DEVELOPMENT

## AUTHORITY

### LAWRENCE VILLAGE HALL

**JULY 22, 2020**

PRESENT: Thompson, Petersen, Quick, Stroud, Gribler

ABSENT: Cogar, Hanson, Barton(excused)

With a quorum present the meeting was called to order at 6:40pm

MINUTES: motion by Quick supported by Petersen to accept the minutes as presented. Passed

TREASURERS REPORT: in the absence of the treasurer Thompson reported the Farmers Market has a balance of \$1,338.93 and the DDA has a balance of \$25,009.23.

It was reported that the DDA account was compromised with an unauthorized automatic withdrawal of \$11,000. Arbor was very responsive to close the account, replenish the funds and opened a new account with the restriction of no ACH withdrawals. Gribler will work with arbor to file a police report.

Discussion on the accounting of the DDA/FM account. Stroud will work with the accounting software firm to ensure the account will be separate from the village general fund ledger and rollover funds will be included in the monthly financial reports. The village will continue to record expenses and revenues for a 1% fee of all taxes captured.

Moved by Thompson supported by Petersen to pay an annual fee of 1% of taxes captured to the Village for accounting services. Passed

SPECIAL REPORT: Member Cogar informed Gribler by text prior to the meeting he was resigning effective immediately. Moved by Thompson supported by Quick to accept Cogars resignation.

FAÇADE PROGRAM: Petersen had one application from the owner of the property at 120 E. St Joseph Rudy Serratos for exterior painting. After discussion it was determined the intent of the façade program was for commercial properties, however, given the location of the property and the intended use as an apartment the group agreed it would enhance the downtown area and is needed.

Moved by Petersen supported by Thompson to reimburse the owner of the property at 120 E St Joseph street up to \$350.00 for exterior painting. Approved

OLD BUSINESS: Stroud reported she has met with Gretchen Gendron on the safe sidewalk project and is proceeding with the grant process.

Discussion on the I-94 business sign. New Applications were received. Gribler will again get with John Lanphear to redesign the lower level to accommodate the requests we have with the goal to have this ready October 1 when lease agreements expire.

Stroud reported she has been in contact with the village attorney to see if an agreement can be made between the DDA, LDFA and the Village to assign the tax capture of the 305 Project towards the water tower debt retirement. It appears this can be done, some further research of the original documents establishing the DDA and LDFA will be completed and an agreement will be drawn up. Apparently the DDA must receive a benefit for this agreement such as lighting in the industrial park, high speed internet, etc.

NEW BUSINESS: THE Lawrence Garden Club has donated \$200 to the DDA to help offset the cost of flower planting in the Village. A thank you card will be sent to the Garden Club for this generous donation.

The Lawrence Recreation Committee is going to have a Community Paddle on Saturday September 5<sup>th</sup> starting in the Village ending on 54<sup>th</sup> Street. To help promote this Gribler moved the DDA provide 10 \$15.00 meal vouchers for the first 10 registrants and 10 \$10 meal vouchers for the next 10 registrants redeemable at Bills, Freedom or Acapulco to help promote this effort, supported by Thompson. Passed


The street light located in the tree lawn on S. Paw Paw Street just west of the Dehaven Store was struck by a hit and run driver who was eastbound on St Joseph Street, turning south on Paw Paw Street Monday morning destroying the light/pole and damaging the concrete base and anchor bolts. The electrician disconnected the power and a picture of the damaged base sent to the concrete company for an estimate of damage. Not sure at this time if the claim will be filed with the insurance company.

FARMERS MARKET REPORT: Steve Petersen read Jans written report (attached) the market has now had two weeks of operation with 4 vendors the first week, 6 the second week. Signs for social distancing installed and hand sanitizer stations available. DDA board wishes to thank Jan for all she does.

Next meeting August 26<sup>th</sup> at 6:30pm. Meeting dismissed at 7:50pm.

Minutes submitted by Dale Gribler



PS- Gribler received a text from Don Hanson on July 23, 2020, he tried to remote in twice but could not sign in. 

Village of Lawrence DDA Meeting July 22, 2020  
**Farmers Market Report**

We've had 2 good weeks of market. We plan to have a smaller, sweeter market this year with more vendors arriving as the crops come in. We have a new vendor coming this week with quite an array of cottage food baked goods. Please come see us sometime!

I ordered some simple signs this week to make it easier to comply with the latest covid-19 guidelines. We also offer free disposable masks and have 3 sanitizing stations set up. The vendors and customers have been very good about helping us "Stay safe, Be Kind."

I submitted a request for \$200 for the food assistance kitty—we are only running the coupon programs for WIC and Senior Project FRESH. This money, used to reimburse vendors each week, is paid back to us by the State of Michigan via checks to the DDA/Village of Lawrence account.

Please, if anyone has sway with the DPW, please ask them to pull down 3 dead branches hanging over center of market. Thanks a lot!

Sincerely,  
Jan Petersen  
Volunteer Market Manager