



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

**BOARD OF DIRECTORS
2023- 2024**

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Jason Butler
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Kurt's Appliance

Chad Gamble
City of St. Johns

Nancy McKinley
Castle Residence

Corinne Trimbach
Mint Door
Boutique

Craig Smith
Main Street Café

COMMITTEES

Design
Tyler Barlage-Chair
Lori Wurm
Lara Boettiger
Theresa Levit

Events
Tracy Kossaras-Chair
Corinne Trimbach-Chair
Nancy McKinley
Jason Butler
Jaime Madar
Brent Hurst
Monica Ladiski

**Executive, Finance,
Strategic Planning**
Jason Butler-Chair
Tyler Barlage
Bruce Delong
Chad Gamble
Tracy Kossaras
Corinne Trimbach

Marketing
Tyler Barlage-Chair
Erika Hayes
Emily Baudoux
Ethan Painter
Vicki Schaffer
Brent Hurst
Monica Ladiski

CONTACT INFO
Executive Director
Heather Hanover
989-224-8944 Ext
233

**Meeting Minutes
Principal Shopping District
March 6, 2024**

11:30 am, At PSD Office

Members Present: Tyler Barlage, Corinne Trimbach, Emily Baudoux, Chad Gamble, Tracy Kossaras, Bruce Delong, Ed Brandon, Brent Hurst, Erika Hayes and Nancy McKinley

Other Present: Brandi Martinez, Chief Dave Kirk, Amber Haubert and Heather Hanover

1. **Meeting was called to Order by Vice Chairman Barlage at 11:30 am**
2. **Additions to the Agenda:** Added updates about Wilson Center and Solar plant, motion to approve the agenda as amended made by Brent Hurst, seconded by Chad Gamble, motion carried.
3. **Motion to Approve the Consent Agenda made by Tracy Kossaras, seconded by Brent Hurst motion carried.**
 - A. Minutes of meeting dated February 7, 2024
 - B. Minutes of the Executive, Marketing and Events Committee Meetings
 - C. City of St Johns monthly financial report through February 27, 2024
 - D. Director's Report

4. Communications

- A. Events Committee: Tracy discussed the Pot of Gold Promotion that is coming up, everything else was presented at the last board meeting.
- B. Marketing Committee: Tyler discussed the new brochure that the committee has been working on with the city intern. They are also moving forward with changes to the website and discussing ways to promote the Mint Festival. Chad also brought up the brochure that the city, chamber and the downtown are working on for inclusion at rest stops throughout the state.
- C. Executive Committee : Tyler stated that we discussed the rules for the social district at the executive meeting and made quite a few changes to the management plan and the permit.
- D. Update by Chad on the Wilson Center and the Solar Plant. Chad stated that the Wilson Center remediation will begin next week and should take 6-8 weeks. The city will be going out for bids on the common areas and the community spaces soon after. The 49 apartments will start construction in June or July. The solar plant taking over the old Federal Mogul building will be called Prevail Solar. The company is looking to hire 75 employees to start and hopes to begin production in late fall.

5. Old Business:

- A. Social District: Heather gave an update. The city had the first reading of the Social District Ordinance at their February meeting. There was some opposition to the district by a group that works with people troubled by alcohol. The second reading will be at the March 18th council meeting and if approved we can start our social district

6. New Business:

- A. New Board Members: The board welcomed back Brent Hurst as a board member. New member Monica Ladiski is attending the Spring Michigan Downtown Association Meeting with Chairman Butler in East Lansing today.
- B. Good news, the city council approved extra spending on the reconstruction of Brush Street this summer. This will allow for improved parking, pedestrian access and streetscape amenities. Vice Chair Barlage said it has been years in the waiting and he is excited to see it happen.

Motion to adjourn made by Erika Hayes at 11:55 am seconded by Corinne Trimbach, motion carried.



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CONTACT INFO

Executive Director
Heather Hanover
989-224-8944x 233
Email: psdcityofsj@gmail.com

**Meeting Minutes
Downtown Development Authority
March 6,2024**

Members Present: Tyler Barlage, Tracy Kossaras, Corinne Trimbach, Bruce Delong, Emily Baudoux, Nancy McKinley, Chad Gamble, Ed Brandon, Brent Hurst and Erika Hayes.

Other Present: Brandy Martinez, Chief Dave Kirk , Amber Haubert and Heather Hanover

1. Meeting was called to Order by Vice Chairman Barlage at 11:56 am.

2. Additions to the Agenda: None, Motion to approve the agenda as presented made by Erika Hayes, seconded by Ed Brandon, motion carried.

3. Motion to Approve the Consent Agenda as presented, made by Erika Hayes, seconded by Ed Brandon, motion carried.

- A. Minutes of meeting dated Feb 7,2024
- B. Design and Citizens Committee Meeting Minutes
- C. City of St Johns monthly financial report through Feb 27,2024

4. Communications

A. Discussion arose about public comment and if it should be at the beginning and end of each meeting and not just at the end of the DDA meeting. The Executive committee will discuss it at their next meeting and make a recommendation for future agendas.

5. Old Business

A. Design Committee: The sample trash can has arrived and department of public works is happy with the new design. Bruce Delong was surprised we went with a square container instead of round. Amber Hauber stated the a round container like the one she proposed would be more cohesive with the rest of the downtown and would be a better look than the proposed trash receptable. Motion by Brent Hurst seconded by Erika Hayes to purchase 15 more of the trash containers recommended by the Design Committee, motion carried. There was also some discussion on the Façade Grants. All are moving forward and contracts have been signed. Tyler reported that the Design Committee is working on Design Standards to help give direction to building owners that want to remodel in the downtown.

B. The Yearly Citizens and Information Meeting was held in February. There was a good turn out and a presentation made by the MSU Urban planning students on their practicum project concerning the Depot/Elevator grounds.

6.New Business

A. A Small-Town grant from Leap is available for between \$10,000 and \$25,000. A number of ideas were discussed and the need to collaborate with other entities. It was decided to work with the city and the art's council to fix up a couple of the train cars at the depot. Chad will work on putting together a meeting to make this happen before the April 15th deadline. .

B. There was no public comment.

Motion to adjourn made by Erika Hayes, seconded by Chad Gamble, motion carried, meeting adjourned at 12:35 pm.