



**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

**Meeting Minutes**  
**Principal Shopping District**  
**Oct 2, 2024**  
**11:30 am, At PSD Office**

**BOARD OF DIRECTORS**  
**2024- 2025**

**Chairman**  
Jason Butler  
Butler Financial

**Vice-Chairman**  
Tyler Barlage  
Community Christian Church

**Secretary-Treasurer**  
Monica Ladiski  
Lotus Health

**Directors**  
Emily Baudoux  
Rise Up Co.

Ed Brandon  
Gilroy's Hardware

Bruce Delong  
Clinton County Commissioner

Erika Hayes  
Jackson, Hayes, PC

Brent Hurst  
Oh, Mi Organics

Chad Gamble  
City of St. Johns

Tracy Kossaras  
Kurt's Appliance

Nancy McKinley  
Castle Residence

Corinne Trimbach  
Mint Door Boutique

**COMMITTEES**

**Design**  
Tyler Barlage-Chair  
Lori Wurm  
Lara Boettiger  
Theresa Levit  
Brandi Martinez

**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  
Monica Ladiski  
Chad Gamble  
Tracy Kossaras  
Corinne Trimbach

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

**CONTACT INFO**

**Executive Director**  
Heather Hanover  
989-224-8944 Ext 233

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

**Other Present:** Chief Kirk, Brandy Martinez, Seth Miller(Grass Master) and Heather Hanover. Visitors from Ionia Downtown: Linda Curtis, Jonathan Bowman, Precia Garland and Joe Kruger,

1. **Meeting was called to Order by Vice Chairman Barlage at 11:30 am**
2. **Additions to the Agenda:** There were no additions to the agenda. Motion to approve made by Bruce Delong, seconded by Chad Gamble, motion carried.
3. **Public Comment:** Heather welcomed our guests from the city of Ionia. They are considering having a downtown board like ours and came to observe and ask questions. Vice Chair Barlage had everyone go around the room and introduce themselves. Heather gave a short presentation of the PSD/DDA structure that we use here in St Johns.
4. **Motion to Approve the Consent Agenda made by** Bruce Delong, seconded by Erika Hayes, motion carried.
  - A. Minutes of meeting dated Sept 4,2024
  - B. Minutes of the Marketing, Executive and Events Committee Meetings
  - C. City of St Johns monthly financial report through Sept 24,2024
  - D. Director's Report

**5.Communications**

A. Events Committee: Tracy stated that at the last meeting they talked about the Halloween event and are doing the same hours as last year when the Chamber ran it. The event committee is also working on a new event, the St Boniface Oktoberfest. It will be on Oct 19<sup>th</sup> from 1 to 11pm. We will start working on the St Nick parade at our next meeting which is tomorrow.

B. Marketing Committee: Heather stated that at the last meeting they agreed to do another ad in the More to Your Door Magazine for the October events. We are still discussing the holiday commercial coop. We are also doing a small promotion of the Michigan Retail Association Buy Near by Weekend.

C. Executive Committee : At the Executive meeting we discussed the problems with the Higham St Parking lot project. Not all the property owners were on board and the money has been reallocated for this year. We need to come up with a plan on how we can get this project done next year.

D. City Update: Chad mentioned the Fall Festival and what a nice event that was for the city. Everyone thanked Brent and Megan Hurst for all their hard work on this event. Chad also talked about the progress on Brush Street and the Wilson center which will probably start construction in April. The city will also be resurfacing lots 6 & 7 in the downtown.

**6.Old Business**

A. Parking Survey: The responses from the survey were discussed. There was discussion about chalking tires and the 2-hour limit on main street. Some thought 4 hours some thought 2 was enough. Three hours seems to be a compromise. There were 27 responses to the survey. Some of them were positive. The most came from residents(11). The responses will be forwarded to the City Commission. The city will look to make some small tweaks



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B. Heart and Soul Program: Heather had a discussion with the national program director. The cost to do the program can be \$30,000 to \$50,000 . The committee would like to know what other cities in Michigan have tried the program and did they feel it was beneficial. Also, will the Heart and Soul people give a presentation? Heather will contact them to ask.

**7.New Business:**

A. None.

**Motion to adjourned made by Brent Hurst at 12:21 pm, seconded by Ed Brandon, motion carried.**



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Monica Ladiski  
Brent Hurst

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

**Meeting Minutes  
Downtown Development Authority  
Oct 2 ,2024**

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

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**1. Meeting was called to Order by Vice Chairman Barlage at 12:22 pm.**

**2. Additions to the Agenda:** None, motion to approve the agenda as presented by Bruce Delong, seconded by Monica Ladiski, motion carried.

**3. Motion to Approve the Consent Agenda** as presented, made by Bruce Delong, seconded by Ed Brandon, motion carried.

- A. Minutes of meeting Sept 4,2024
- B. Design Committee Meeting Minutes
- C. City of St Johns monthly financial report through Sept 24,2024

**4. Communications**

A. Design Committee: Tyler said the committee is talking about façade grants for next year and tying up the grants from this year. We are also working on new fall banners and the holiday pots.

**5. Old Business**

A. Façade Grants: The Deft brother have completed their project and will get their paperwork in soon and then reviewed their check. The building looks great. Keith has completed the majority of his project and has the paper work in. The upper windows are still on order but should be in soon. Keith has spent a large amount on the restoration of the exterior of his building.

**6.New Business**

A. Higham Street Parking lot is not getting done this year. Not all the property owners are on board yet. The city and the downtown board will continue to work on this to hopefully complete a project that will be transformational to our downtown.  
B. Chad also wanted to let everyone know how the Prevail Solar Project(the old Federal Mogul Building) in the downtown is going. The company is asking for an OPRA(Obsolete Property Rehabilitation) tax exemption. This would mean the downtown would not receive any additional tax funds for the length of the agreement. The city has brokered a deal with to allow an OPRA if Prevail Solar agrees to a payment toward downtown projects. The payment agreed upon by Prevail Solar is \$220,000 over 12 years( the life of the OPRA). The money will be going to the city but earmarked for downtown capital improvement projects.

**7. Public Comment**

Precia from Ionia asked how the city determined OPRA amounts. Chad stated that the city has a set formula that they apply to all projects and he could share that with Ionia.

**Motion to adjourn made by Bruce Delong , seconded by Chad Gamble, motion carried, meeting adjourned at 12:41 pm.**