

**DOWNTOWN DEVELOPMENT AUTHORITY  
OCTOBER 5, 2023  
APPROVED MINUTES**

Jeff Mossel called the Informational Meeting to order at 8:00am.

Present: Committee Members John Milan, Jeff Mossel, Chad Nastoff, Charlene Nowlin, John Miedema, Linda Miller and Clinton Zimmerman

Absent: Bob Patterson and Paula Robison

Also present: Director of Public Works Heather Bowman, City and DDA Treasurer Carla Staffen, Downtown Business Association (DBA) Director Josh Pyles and Administrative Assistant Public Works, Trina Poulos

**GENERAL BUSINESS**

Jeff Mossel opened the Informational Meeting to discuss the goals and directions of the DDA for the coming year. At the June meeting there was discussion on replacement of historical direction signs welcoming people to Big Rapids. Bowman said the GFWC reached out, interested in helping. The City Commission along with the DDA have approved \$50,000 towards the cost. Chris Cospers, FSU Architecture Professor has been contacted to possibly have FSU students design signs as their fall class project.

Goals:

1. Mossel suggested the group continue to assist in cost of fees for signage.
2. Mossel suggested the group continue to support efforts to make downtown look nice, flowers, etc.
3. Mossel suggested we help with signage for downtown social district boundaries once it is all approved.

TIFF money to be spent on flowers and signage for welcoming and social district.

There being no further business, Jeff Mossel declared the Information Meeting adjourned at 8:02am.

Jeff Mossel called the Regular Meeting to order at 8:03am.

## **ROLL CALL**

Present: Milan, Mossel, Nastoff, Nowlin, Zimmerman, Miller and Miedema

Absent: Robison and Patterson

## **APPROVAL OF MINUTES**

Miller moved, seconded by Milan that the minutes of June 29, 2023, regular meeting be accepted. Motion passed unanimously.

## **FINANCIAL REPORT**

Carla stated we ended the Fiscal Year with Tiff of \$44,970.51 all is good regarding the DDA's funding or budget.

## **PUBLIC COMMENT**

Linda Telfer and Vicky Vogel of the GFWC were present and supportive of the new signage they would like to see it updated as soon as possible.

## **BUSINESS**

**Fall/Winter Activities** – Josh shared the upcoming events. The Chili Cookoff will be held on October 20, 2023. Fall Fest on October 21, 2023 with trunk or treat and inflatables and pumpkin roll off starting at 3:00pm. Holiday Market on November 17, 2023. Festival of Lights Parade November 18, 2023 and Home for the Holiday's December 15, 2023.

**Farmers Market** – Josh stated Friday Market had a very good turnout with both customers and vendors. Tuesday Market is not doing so good, an average of 8 vendors and dwindling down to 3 vendors on the last Tuesday. Josh is going to meet with the vendors and explore the idea of just expanding the Friday market.

**Tuba Bach** – Ed Mallette thanked the group for their past support of \$1000 to Tuba Bach and requested additional support. Ed stated that Tuba Bach offers 25 public service bands/concerts a year. Tuba Bach is run by donations only, 60% business and 40% Personal. Tuba Bach main headquarters is Immanuel Luther Church. After group discussion the group decided to motion to support Tuba Bach in the amount of \$1500.

Motion moved by John Milan, seconded by Charlen Nowlan to donate \$1500 to Tuba Bach. Motion passed unanimously.

**Perry Sign Location** – Community Development made a map of the layout of the welcoming signs around the city and upon doing this found that all the signs are outdated. Signs such as state championship recognitions for Charter Crossroads and Big Rapids Public Schools. The signs have been strategically posted so they are not in the MDOT ROW. Heather has reached out to the superintendents with concerns about updating and they will put in on their radar.

GFWC would like to acknowledge all active entities inside the city limits with signage as well. Heather has been working with the FSU Students on the welcoming sign and will email the group the concepts they have created. Heather also mentioned possibly moving the welcoming sign to just outside the city limits a little further into the township.

**Other** – Linda Miller stated the downtown housing renovations have officially closed and renovations will begin.

Heather shared with the board that the Chief of Police Dani Haynes has issued a temporary traffic ordinance for “No Turn On Red” for both North and South on Maple/Michigan due to the high request of concerned citizens. There has also been a request for MDOT to make this official and add a audible button to the crosswalks.

Next meeting is Thursday January 4, 2024, at 8:00am.

Jeff Mossel declared the Regular Meeting adjourned at 8:30am.

Respectfully submitted,

Trina Poulos  
Recording Secretary