MINUTES

DDA Meeting
Thursday, April 13, 2023
12:00 P.M.
Barber School, 102 W. Exchange St.

I. Call to Order
Vice-Chair Van Leeuwen-Vega called the meeting to order at 12:00 p.m.

II. Roll Call:
Present: Van Leeuwen-Vega (Vice-Chair), Braschler, Parker, Pauli, Roggenbau, Stalec & Willison
Absent: Heins (Chairman) & Callen
Staff Present: Herder (DDA Director), Burns (Village Manager), Delamater (DPW Director), Hinga (Clerk/Treasurer) and Schwing (Deputy Clerk)

III. Approval of Minutes of the March 9, 2023, regular meeting and March 23, 2023, Work Session.
Motion by Stalec, second from Braschler, to approve the minutes from the March 9, 2023, regular meeting and March 23, 2023, Work Session as presented and approved. All in favor, motion carried.

IV. Approval of the Agenda
Motion by Willison, second from Roggenbau to approve the agenda as presented. All in favor, motion carried.

IV. Financial Reports – Hinga presented the financial reports to the Board.

V. Business
A. Wayfinding Project
   Herder discussed the presentations by Advanced Signs and Universal Signs during the work session and addressed the Board’s unanswered inquiries with new visuals.
   Herder spoke regarding clarification she received from RLR Design as to the extent of their involvement in the implementation of their designs for the wayfinding project.
   Burns addressed the details regarding the process by which the Village accepts bids on projects.
   The Board discussed the signs and the need for additional information before an informed decision could be made.

B. Transportation Economic Development Grant (Delamater)
Delamater presented the Federal Transportation Economic Development (TED) Grant to the Board, explained the requirements for its application and how the matching funds grant could be used towards the West Savidge Project.

Delamater explained how combining two projects - the water main crossing under M-104 and street re-construction of W. Savidge - would improve the Village’s score on the grant application for TED-B Funds.

The Board inquired about specific applications of the grant money.

Delamater informed the Board that should there be agreement to move forward with the grant, a resolution would need to be drafted for the next Council meeting to confirm agreement to supply the matching grant funds.

Burns explained the grant application and resolution process.

The Board discussed the grant and the impact it would have on the Central Business District.

Motion by Willison, second from Parker, to recommend to Council to pursue the Federal Transportation Economic Development (TED) Grant.

Yes: 7  No: 0

C. Planter & Streetscape Bids

Herder presented the bids received for planting and maintenance of the Village planters and green spaces.

Burns explained the inclusion of maintenance on the planters.

The Board discussed the presented options and which bid would best accommodate the Village’s needs.

Motion by Willison, second from Parker to approve City Farmer’s bid to provide plants and maintenance for the Village Planters and Greenspaces for the 2023 season.

Yes: 7  No: 0

D. Sparkle Partnership

Herder refreshed the Board regarding the presentation done by Joan Mack from Lilly Cares at the work session.

The Board discussed the plans that had been presented and which agreement would be most beneficial to the Village.

Burns spoke regarding clarifying the terms of the Sparkle contract.

The Board discussed pursuing decorating contests in the central business district to better create a festive atmosphere and the need to better define partnership terms with Lilly Cares for the Sparkle event.

E. Stan’s Bar Patio 2023

Herder spoke regarding Stan’s Bar Patio and the possibility of moving it out of the parking spot beside Field’s Fabrics.

Stalec spoke in regard to moving the patio more towards the Love in Action loading dock.
The **Board** discussed shifting the patio before determining moving the patio was not ideal for the present season and could be reconsidered next year.

### F. Miscellaneous

**Delamater** discussed the 26 trees identified for removal and replacement.

**Delamater** notified the **Board** that the new timer on the Tanglefoot fireplace was operational, and the modifications had been made so that reserved events could utilize the fireplace outside of the pretimed operation.

**Delamater** informed the **Board** that the decorative poles and lights that had previously been ordered were several weeks out for delivery and installation.

**Delamater** spoke regarding the increased number of bike racks at Tanglefoot Park and other strategic locations; as well as the work done to the Kayak launch to get it ready for seasonal use.

**Braschler** inquired as to when the splash pad would be operational.

**Delamater** explained the need to limit the duration of run time for each time the button was pressed at the splash pad, the time frame it could be utilized and estimate that it would be open in the beginning of June.

### VI. Board Member Comment –

**Herder** spoke regarding the increased number of reservation tours for Tanglefoot Park Pavilion.

**Delamater** spoke regarding the possibility of seating inside the Pavilion.

**Herder** spoke regarding citizens bringing beverages from the Social District into local businesses.

**Delamater** informed the Board that the Sheriff’s department has access to the security cameras at Tanglefoot Park so that it can be monitored remotely.

**Braschler** commented on the success of the Great Village Egg Hunt.

### VII. Public Comment – N/A

### VIII. Adjournment

There being no further business the meeting was adjourned at 1:21 p.m.

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Lesley Van Leeuwen-Vega, Vice-Chair                Jordan Schwing, Deputy Clerk