

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
January 2, 2024

Call to Order: 9:30 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Laurie Bouwman
Carl Fedewa
Marv Radtke
Adriann Woodward
Pat McDonald
Amanda denBoer, via video

Members Absent: Kate Brooks

Guests: None on this date

Approval of Agenda:

Motion by Mr. Radtke, supported by Ms. Bouwman to approve the agenda as presented. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Ms. Bouwman, supported by Ms. Woodward to approve the minutes as presented. Motion carried unanimously, voice vote.

Treasurer's Report:

Motion by Mr. Radtke, supported by Ms. Bouwman to approve and place on file the amended Treasurer's Report – \$500.00 payment to Wade Trim was a carryover, with a December 2023 ending balance of \$181,041.90. Motion carried unanimously, voice vote.

Public Comment:

None.

New Business:

- a. Discussion: Engineers for MDOT approached township about possibility of putting sidewalks in when US 31 is reconstructed in 2025. Proposing putting in sidewalk on North side of 31 from Fun Country property westward to Kozy Court, cost for installation, roughly \$80,000.
- b. Discussion: Review running a sidewalk south of intersection and connecting to Tom's sidewalk which is a good start down through the Village area for our proposed Trail System.

Mr. Radtke presented a draft engineering study of the US31/J Maddy corridor, "Interlochen Corners". MDOT is proposing a roundabout for the intersection, at this time projected to begin construction in 2025. The reasoning behind the roundabout is reduction of fatalities. The construction will coincide with planned left turn lane from Materne North America (6331 US31) to the Reynolds Road-US31 intersection.

Included in the plan are proposed sidewalks, linking the new Hudson Development residents with a walkable route to Interlochen Corners. Mr. Radtke asked the members if they would financially support possible sidewalk expansion, Kozy Court to the west and J Maddy to the existing sidewalk at Tom's Market. The DDA is committed to a non-motorized trail and this is portion of that planned route, partially paid for by MDOT covering engineering costs. The sidewalk expansion qualifies for a State of Michigan "TAP Grant" requiring a 20% match.

Ms Bouwman asked about running sidewalks with a water system expansion. Mr. Radtke responded that would be possible and there is a CDBG funds to help with cost, also SAD district would allow for payment overtime by property owners.

Mr. Radtke asked for questions from members. Mr. Fedewa asked if sidewalk could be wider than 5 feet. Mr. Radtke said that option is available. Five feet is the minimum for ADA compliance.

Mr. Gray reminded the members that a sidewalk was discussed as the best option for the trail through Village. Have to take advantage of the opportunity.

Mr. McDonald said at the minimum the sidewalks need to run from gas station to Toms. He also proposed extending north/south route to Inwood – large population in that neighborhood.

Mr. McAllister said there is no reason to not go for the grant.

Ms. Bouwman commented that we should get as much as possible done while the road is torn up.

Ms. Bouwman asked about lighting – Mr. Radtke said that would be a cost the township will need to cover. Would like to incorporate some wayfinding into the lights.

Motion by Mr. Gray, supported by Ms. Bouwman, to support DDA financial contribution, up to \$20,000.00 for a half-match with Green Lake Township to place sidewalks through to Tom's if TAP Grant is not received. Motion carried unanimously – voice vote.

Old Business:

a). Trail Grants.

Mr. Gray said there is incrementally good news after meeting with Grant Traverse County Road commission. They have agreed to allow use of a part of their easements to build the non-motorized trail. A stipulation of ten feet from "white line" on roadway. All easements are now in place up to Eleventh Street. Mr. Gray said engineered plans will need to completed for grants. Mr. Gray proposes \$33,000 each from DDA, Green Lake Township and ICA.

Public Comment:

Mr. McAllister said there is \$300,000 available at county and could be used for Camp Saki engineering study.

Mr. Radtke is meeting with Julie Clark, TART Trail to discuss Camp Saki trail options.

S. South Long Lake Road and West Long Lake Road intersection will see a grade change, approximately 5'. Mr. Radtke only recently was notified, but construction is due to start this spring as soon as frost law is lifted.

Adjournment:

The Chairman entertained a motion to adjourn at 10:24 a.m., motion by Mr. Gray, supported by Mr. McDonald to adjourn at 10:24 a.m. Motion carried.

Next Meeting Date: February 6, 2024

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
February 6, 2024

Call to Order: 9:30 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Laurie Bouwman
Carl Fedewa
Adriann Woodward
Amanda denBoer, via video

Guests: None on this date

Approval of Agenda:

Motion by Ms. Bouwman, supported by Mr. Fedewa to approve the agenda as presented. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Ms. Bouwman, supported by Mr. Gray to approve the minutes as presented. Motion carried unanimously, voice vote.

Treasurer's Report:

Motion by Mr. Gray, supported by Ms. Bouwman to approve and place on file the amended Treasurer's Report for December, 2023 and January 2024, ending balance \$196, 100.16. Motion by Mr. Gray, supported by Mr. Fedewa to approve payment of \$5,356.00 to Wade Trim for preliminary trail design work. Motion carried unanimously, voice vote.

Public Comment:

None.

New Business:

None.

Old Business:

a). Trail Grants.

Mr. Gray had little to report on trail progress. A letter was sent to the road commission, approval reply said "based on final approval of design." Also, trail to be no closer than 10 feet of white road line. Preference is to stay as close to road and off private property for less intrusion.

Public Comment:

None.

Discussion:

Ms. Woodward reminded members the Chamber dinner is scheduled for February 21, 2024.

Adjournment:

The Chairman entertained a motion to adjourn at 10:15 a.m. Motion by Mr. Gray, supported by Mr. Fedewa to adjourn the meeting at 10:15 a.m.

Next Meeting Date: March 5, 2024

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
March 5, 2024

Call to Order: 9:30 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Laurie Bouwman
Carl Fedewa
Adriann Woodward
Kate Brooks
Pat McDonald
Amanda denBoer, via video

Guests: None on this date

Approval of Agenda:

Mr. McAllister asked that payment to Wade Trim be added to the agenda, under Treasurer's Report. Motion by Ms. Bouwman, supported by Ms. Woodward to approve the agenda as amended. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Mr. Fedewa, supported by Ms. denBoer to approve the minutes as presented. Motion carried unanimously, voice vote.

Treasurer's Report:

Motion by Ms. Woodward, supported by Mr. Fedewa to approve and place on file the Treasurer's Report for February 2024, ending balance \$217,747.96. Motion carried unanimously, voice vote.

Motion by Ms. Woodward, supported by Mr. Fedewa to approve payment of \$495.00 for Trail preliminary design along ICA property. Motion Carried unanimously, voice vote.

Public Comment:

None.

New Business:

Interlochen Welcome/Entrance Signs

Mr. McDonald shared with the members, Interlochen Golf Course, Brad Dean, has offered his corner (intersection of US31S/Gonder Road) for placement of a welcome sign. Mr. McDonald asked for suggestions of a location to place a sign on the east side of Interlochen corners for a similar sign. Type, size, and lighting were all discussed. The members agreed to continue the conversation at the April 2, 2024 meeting – bringing forward examples and names of sign businesses.

Mr. McAllister asked the members to consider adding lighted speed enforcement signs. The signs would help with traffic through the village business district. Ms. Brooks agreed traffic moves well over the limit – she had to call

twice last year for a speeding vehicle. The signs would flash if the 40/45mph is being violated. Mr. Radtke shared the township has two similar signs and Grand Traverse County Road Commission placed permanent posts for the signs.

Old Business:

a). Trail Grants.

Mr. McAllister reported that he will be presenting to the Grand Traverse County Commissioners a request for funding of engineered plans for the proposed trail system and for completion of Camp Saki parking. The request is an approximately \$381,000 loan, with \$25,000 forgiven each year for 15 years and an annual payment of approximately \$450.

Mr. Gray reported the easement approvals from ICA to the trail system will be presented to the ICA Board or committee for their approval.

Mr. Gray asked if the sidewalk at library is going forward. Mr. Radtke deferred to Ms. Bouwman who confirmed it will be installed. Mr. Radtke thought it should be in sometime during the spring and runs westerly to J. Maddy Parkway. Mr. Gray had little to report on trail progress. A letter was sent to the road commission, approval reply said "based on final approval of design." Also, trail to be no closer than 10 feet of white road line. Preference is to stay as close to road and off private property for less intrusion.

Mr. Gray has been in contact with local State Park representative and it is doubtful any trail design financial contribution will be made.

Streetlight status was shared by Mr. Radtke. He has been in touch with Cherryland Electric. Decorative streetlights as discussed at previous meetings are approximately \$15,000 each, compared to basic lights which are \$900 each. He is hoping to use Cherryland's purchasing power to acquire lights. Ms. Bouwman asked if they would include outlets – they will.

Ms. Woodward and Ms Bouwman said the DDA is unable to take the 2023 Light Up Interlochen display down due to cost, the Chamber does not have the funding in their budget. Ms. Woodward thought the expense would be around \$5,000.00. Motion by Mr. Gray, supported by Ms. Bouwman to approve an amount not to exceed \$6,000.00 for removal of lighting and displays associated with the Light Up Interlochen event. Motion Carried unanimously, voice vote. Mr. Gray asked that the members consider an annual line item in the 2024-2025 budget for Chamber expenses related to the Light Up Interlochen event.

Public Comment:

None.

Discussion:

Adjournment:

The Chairman entertained a motion to adjourn at 10:45 a.m. Motion by Mr. Radtke, supported by Ms. Bouwman to adjourn the meeting at 10:45 a.m.

Next Meeting Date: April 2, 2024

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
April 2, 2024

Call to Order: 9:30 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Laurie Bouwman
Marvin D. Radtke, Jr.
Carl Fedewa
Adriann Woodward
Pat McDonald
Amanda denBoer, via video

Guests: None on this date

Approval of Agenda:

Motion by M. Bouwman, supported by Mr. Radtke to approve the agenda as amended. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Ms. Bouwman, supported by Mr. Radtke to amend the March approve the minutes as presented. Motion carried unanimously, voice vote.

Treasurer's Report:

Motion by Mr. Radtke, supported by Mr. Fedewa to approve and place on file the Treasurer's Report for April 2024, ending balance \$217,326.93. Motion carried unanimously, voice vote.

Public Comment:

None.

New Business:

Street Lights/Speed/Signage.

Mr. Radtke shared the street light types with the members. The "free" lights from Cherryland Electric are the same as those placed at intersections. Street Lights with more architectural style are available. The members then started discussion about the "theme" of the DDA corridor and how the lights should complement. Mr. Gray asked if the members were leaning towards more traditional, consider what we are trying to light. Radtke said plain post lights are available. The lumens were also discussed, including impact on neighboring properties. Mr. Gray asked the members if a banner attached to the lamp posts is being considered. Mr. Radtke suggested straight pole with banners or hanging baskets. Members liked the hanging baskets idea as property owners could complement the baskets.

The members are going to proceed with selections once MDOT provides further information at their next meeting.

Ms. Bouwman asked about signage. Mr. Radtke said again style needs to be considered for a coordination, this will have a long-lasting impact.

Sidewalks were discussed in relation to lighting. Grants are available and the DDA could receive a capital credit. Mr. McAllister asked about sidewalk installation during the round-about phasing.

Members agreed to keep this topic on agenda under old business for future meetings.

Old Business:

a). Trail Grants.

Mr. Gray said ICA easement might be in jeopardy. Their Board will discuss during next meeting. Mr. McDonald asked if the trail could be moved, Mr. Gray said that would be a wetland area.

Mr. Grey suggested continuing to work on the bridge design while the ICA Board considers options.

The members agreed to begin the trail design, State Park to bridge is approximately \$98,000. Motion by Mr. McDonald supported by Ms. Bouwman to authorize 1/3 of the expense of the trail design, an amount up to \$35,000.00 be expensed toward trail engineering – State Park to 11th Street. Motion carried unanimously – voice vote. Other partners are Green Lake Township and Interlochen Center for the Arts.

Public Comment:

None.

Discussion:

Adjournment:

The Chairman entertained a motion to adjourn at 11:23 a.m. Motion by Mr. McAllister, supported by Mr. McDonald to adjourn the meeting at 11:23 a.m.

Next Meeting Date: May 7, 2024

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
May 7, 2024
AMENDED

Call to Order: 9:32 a.m., Vice-Chairman Grey

Roll Call:

Members Present: Eric Gray, Vice-Chair
Laurie Bouwman
Carl Fedewa
Adriann Woodward
~~Pat McDonald~~
Amanda denBoer, via video
Kate Brooks

Guests: None on this date

Approval of Agenda:

Motion by Ms. Bouwman, supported by Mr. Fedewa to approve the agenda as amended. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Ms. Bouwman, supported by Mr. Fedewa to amend the March approve the minutes as presented. Motion carried unanimously, voice vote.

Treasurer's Report:

Motion by Mr. Fedewa, supported by Ms. Woodward to approve and place on file the amended Treasurer's Report for March 2024 and the Treasurer's Report for April 2024, ending balance \$223,927. Motion carried unanimously, voice vote.

Public Comment:

None.

New Business:

a). Invoice Approval -Wade Trim; Trail Design Work.

Motion by Mr. Grey, supported by Ms. Bouwman to approve payment to Wade Trim for trail design work in the amount of \$206.13. Motion carried unanimously, voice vote.

2024-2025 Budget

A draft budget form was distributed to the members.

Members discussed tree lighting expenses and agreed to leave separate the set-up fees.

Corridor lighting estimated expense should be included in budget as well, a priority of the members.

Ms. Woodward said the Chamber purchased an 8x10 enclosed trailer with the money received from the stolen cables.

Old Business:

a). US31 Welcome Signage.

Mr. McDonald was tasked with cost estimate for a various welcome sign ideas.

Mr. Grey will look into cost to light the corridor statues.

Mr. Radtke will again provide the proposed expense for the street light designs selected.

Members should bring potential slogans for a welcome sign to the next meeting.

b). Trail Grants.

Mr. Grey will have Mr. McAllister sign the agreement with Wade Trim, (\$100,000.00). In April it was approved that each entity would contribute \$35,000.00 – for trail design. Mr. Grey added the Interlochen Center for the Arts Easement should be signed in July 2024. Mr. Grey is hoping to meet the Fall 2024 grant cycle.

c). Street Lights/Speed Signage – J. Maddy Parkway.

Mr. Grey will share a light photo sample to Mr. Radtke.

Mr. Grey believes the corridor need two “speed” speeding electronic signs.

Public Comment:

None.

Discussion:

Adjournment:

The Chairman entertained a motion to adjourn at 10:30 a.m. Motion by Mr. Grey, supported by Mr. Fedewa to adjourn the meeting at 10:30 a.m.

Next Meeting Date: June 4, 2024

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
June 11, 2024

Call to Order: 9:32 a.m., Marvin Radtke

Roll Call:

Members Present: Marvin Radtke
Laurie Bouwman
Carl Fedewa
Adriann Woodward
Pat McDonald
Brian McAllister
Kate Brooks

Guests: None on this date

Approval of Agenda:

Mr. Radtke asked that an invoice in the amount of \$1,361.55 from Wade Trim be added to the agenda for approval. Mr. McDonald wondered if the group should keep a closer eye on the Wade Trim bills. Motion by Mr. Fedewa, supported by Mr. Radtke to approve the agenda as amended. Motion carried unanimously, voice vote.

Approval of Minutes:

Mr. McDonald stated he was not present at the May meeting and Ms. Brooks said she was, change will be made to the minutes. Motion by Mr. Radtke, supported by Mr. Fedewa to approve the May 2024 minutes as amended. Motion carried unanimously, voice vote.

Treasurer's Report:

Motion by Mr. Radtke, supported by Mr. McDonald to approve and place on file the Treasurer's Report for May 2024, ending balance \$223,797.18. Motion carried unanimously, voice vote.

Public Comment:

Bill Collins, ED Jones, Interlochen – representing the Interlochen Chamber of Commerce

Mr. Collins thanked the members for assistance in funding the activities of the Interlochen Area Chamber of Commerce, Light Up Interlochen. Further down the agenda he found there would be discussion on a slogan for Interlochen, which he believes is a positive representation. Mr. Collins is also hoping to see more engagement from the Chamber in the community.

New Business:

a). 2024/2025 Budget.

Light Up Interlochen presentation: Mr. Collins referenced a letter asking for the support of the DDA to grow the Light Up Interlochen event. Phase I is increasing the size of the tree at Tom's Market – to 29' with a 6' base. The original lighted tree will be going to the credit union, power was run there last year. Next phase is to grow the display down J. Maddy Parkway into the village area. Mr. McDonald asked the members if they agreed with the

\$25,000, Mr. McAllister said currently the budget shows \$26,000, including set-up/tear down. Mr. Collins asked the members for \$25,000 for the expansion and an additional \$6,000 for set-up/tear down.

Ms. Bouwman asked Mr. Radtke where are at with light fixtures, does he have a cost yet. Mr. Radtke has spoken with Cherryland Electric about LED credits, not heard back yet. He figures about \$7,500 per pole (18 proposed), all in – with base and conduit required for installation Will work with Cherryland Give Back program for potential community grant to help offset some costs.

Mr. McAllister stated a positive cash flow, could amend budget as needed.

Members discussed if money not earmarked would it need to be returned. Mr. McDonald believes only if the DDA expires – he will double check.

Motion by Radtke, supported by Ms. Brooks to approve the 2024-2025 budget as presented with the exception of Community Promotion, which will be increased to \$25,000. Motion carried unanimously, voice vote.

b). Invoice Approval -Wade Trim; Trail Design Work/Funding Scout Services.

Motion by Mr. Radtke, supported by Ms. Bouwman to approve payment to Wade Trim for trail design work in the amount of \$1,153.87. Motion carried unanimously, voice vote. Mr. Gray, not in attendance, will be asked for an update on ICA easement.

Old Business:

a). US31 Welcome Signage.

Ms. Bouwman has discovered that the welcome sample sign from Midland, provided last meeting, was actually made in Traverse City by Pro Image Design Inc. Ms. Brooks asked if a quote had been received from Signplicity. Members will attempt to get the amount charged for the Midland sign as a start.

Slogans topic ended with the township being asked to post for community input into a slogan for Interlochen. Chamber will also ask members.

Mr. Radtke said the sign design and slogan should be in place on or by February 2025 to be included in round-about construction.

b). Trail Grants.

Mr. Grey was not present. He will be asked to provide progress of ICA easement.

c). Street Lights/Speed Signage – J. Maddy Parkway.

(Streetslights see above under Budget discussion)

Speed Signage. Mr. Radtke said the signs should be no larger than 12x16, with 12x12 recommended – not too big. Discussion was held on the speed through the village center. It was noted that some changes were made recently to how speed is determined. Mr. McAllister and Mr. Radtke will both reach out to their contacts for information.

Public Comment:

Bill Collins, ED Jones – Interlochen Chamber of Commerce

Mr. Collins wanted to make the DDA aware of a very large stakeholder in the community – the State Park. He asked if anyone has reached out to them. Mr. Radtke said many requests have been made, no funding has been provided.

Discussion:

Adjournment:

The Chairman entertained a motion to adjourn at 10:39 a.m. Motion by Mr. Radtke, supported by Ms. Brooks to adjourn the meeting at 10:39 a.m.

Next Meeting Date: July 2, 2024

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
July 2, 2024

Call to Order: 9:30 a.m., Marvin Radtke

Roll Call:

Members Present: Marvin Radtke
Laurie Bouwman
Carl Fedewa
Adriann Woodward
Pat McDonald
Brian McAllister
Kate Brooks

Guests: None on this date

Approval of Agenda:

Mr. Radtke motioned to approve the agenda as presented, supported by Mr. Fedewa. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Mr. Radtke, supported by Mr. Fedewa to approve the minutes as presented. Motion carried unanimously, voice vote.

Treasurer's Report:

Motion by Mr. Radtke, supported by Mr. McDonald to adjourn approval for the Treasurer's Report. Motion carried unanimously, voice vote.

Public Comment:

None on this date.

New Business:

a). Wade Trim Invoice, \$1430.49

Mr. McDonald said surveying has begun on the project. Mr. Gray feels this is the time to begin the survey process. The initial layout looks good, and are trying to avoid earth moving. July ICA Board will review and potentially approve easements.

Mr. Radtke stated the Green Lake Township Board want to see invoices going forward, including July invoicing. Motion by Mr. Gray, supported by Mr. Radtke to continue going forward with trail project. Motion carried unanimously, voice vote.

Old Business:

a). US31 Welcome Signage.

Members discussed number of signs and agreed to 3 (one for each entry point) and one main sign.

b). Trail Grants.

Questions have come up about slope of trail and potential run off. Mr. Radtke and Mr. McAllister are meeting with the county in the fall.

c). Street Lights/Speed Signage – J. Maddy Parkway.

Mr. Radtke said pricing on individual speed signs were \$5,000 - \$6,000 when the township purchased signs. DDA can also use the county's trailer signs. Mr. Gray said ICA is also trying to do more with speed control. Could better pricing be available if purchased together.

Streetlights. Mr. Radtke said Cherryland will not run electric for lights. Consolidated and Topline are both resources, but not this summer. Mr. McDonald asked if the cost could be split between DDA, Township and ICA? Mr. Gray asked if solar power might be available.

Public Comment:

Ms. Woodward relayed questions from Chamber – are statues moving? Mr. Radtke said maybe later this year. She also asked when the Chamber will be receiving the funding for this year? Mr. McAllister replied an invoice will be required and Mr. Gray added he would like to see bids.

Mr. Radtke said the township has approved its budget for 2024-2025. Also reminded everyone that early voting is available for the August primary.

Mr. Radtke asked if additional lights will be placed at credit union this year?

Discussion:

Adjournment:

The Chairman entertained a motion to adjourn at 10:24 a.m. Motion by Mr. Radtke, supported by Ms. Brooks to adjourn the meeting at 10:24 a.m.

Next Meeting Date: August 6, 2024

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
September 3, 2024**

Call to Order: 9:30 a.m., Eric Gray

Roll Call:

Members Present: Laurie Bouwman
Adriann Woodward
Pat McDonald
Eric Gray
Amanda denboer (via video)

Guests: None on this date

Approval of Agenda:

Ms. Bouwman, supported by Mr. McDonald to amend the agenda to accept the resignation of Kate Brooks from the DDA, effective on this date. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Ms. Bouwman, supported by Mr. McDonald to approve the minutes as presented. Motion carried unanimously, voice vote.

Treasurer's Report:

Ms. denboer shared balances for both July and August 2024 bank statements. Ending balance, August 30, 2024 was reported as \$227,662.02. Motion by Mr. Gray, supported by Ms. Bouwman to file and record the Treasurer's Reports as presented. Motion carried unanimously, voice vote.

Public Comment:

None on this date.

New Business:

a). Wade Trim Invoice, \$8,066.39 – First Phase of Trail Plan & \$1,153.87 Funding Scout Services

Members discussed how to bill each of the three parties. Ms. denboer will send statements which include the actual invoice received. Motion by Mr. Gray, supported by Ms. Bouwman to approve Wade Trim Invoices for \$8,066.39 and \$1,153.87. Motion carried unanimously, voice vote.

b). Kate Brooks Resignation

Motion by Mr. McDonald, supported by Ms. Bouwman to accept the resignation of Kate Brooks from the DDA Board. Motion carried unanimously, voice vote.

Old Business:

a). US31 Welcome Signage.

Members discussed number of signs and locations. Mr. McDonald will send the DDA map to members.

b). Trail Grants.

Mr. Gray presented a draft first phase map of the proposed trail. He will email to the members for their review.

c). Street Lights/Speed Signage – J. Maddy Parkway.

Mr. Radtke will be asked to provide an update to the members at the next meeting.

Public Comment:

Ms. Woodward asked when the Chamber would receive the \$31,000.00 approved for the Christmas light show. Ms. denboer replied that an actual invoice needs to be sent and approved by the members before payment can be made.

Discussion:

Adjournment:

The Chairman entertained a motion to adjourn at 10:16 a.m. Motion by Mr. Gray, supported by Ms. Bouwman to adjourn the meeting at 10:24 a.m.

Next Meeting Date: October 1, 2024

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
November 12, 2024

Call to Order: 9:30 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister
Adriann Woodward
Pat McDonald
Eric Gray
Carl Fedewa
Amanda denboer (via video)

Guests: None on this date

Approval of Agenda:

Motion by Mr. McDonald, supported by Mr. Fedewa to approve the agenda as presented. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Mr. McDonald supported by Mr. Grey to postpone October meeting minute approval. Motion carried unanimously, voice vote.

Treasurer's Report:

Ms. denboer shared balances for October 2024, with the month ending balance of \$201,887.19. This includes payment of \$36,819.66 to Wade Trim for trail work. Motion by Mr. Fedewa, supported by Mr. Grey to file and record the Treasurer's Reports as presented. Motion carried unanimously, voice vote.

Public Comment:

Bill Collins, ED Jones and Chamber Representative. Would like to join the DDA. An application will be sent to Mr. Jones.

New Business:

a). Wade Trim Invoice, \$2,585.19

Motion by Mr. McDonald to approve Wade Trim invoice in the amount of \$2,585.19, supported by Mr. Grey.

b). Shine Invoice (Chamber Light Show)

Motion by Mr. Grey, supported by Mr. Fedewa approval of Shine Invoice in the amount of \$4110.00. This amount was approved in the 2024-2025 Operating Budget. Motion carried unanimously, voice vote.

Old Business:

a). Trail Grants.

Mr. Gray stated the design is on-going. Borings are underway and wetland delineation. Grand Traverse County Road Commission has reviewed layout and verbally stated it looks good, cursory only not permitted project. McDonald will contact Jeff Jacques for draft easement language. Mr. Gray will meet with Casey Kline at the state park, October is the end of their fiscal year.

c). Street Lights/Speed Signage – J. Maddy Parkway.

Postponed.

Public Comment:

Bill Collin, ED Jones, suggested the Rotary may have funding for trail or the Land Conservancy.

Discussion:

Adjournment:

The Chairman entertained a motion to adjourn at 9:30 a.m. Motion by Mr. McAllister, supported by Mr. Fedewa to adjourn the meeting at 10:24 a.m.

Next Meeting Date: December 3, 2024

Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Meeting Minutes
December 3, 2024

Call to Order: 9:30 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister
Laurie Bouwman
Adriann Woodward
Eric Gray
Marvin Radtke, Jr.
Amanda denboer (via video)

Guests: None on this date

Approval of Agenda:

Motion by Mr. Radtke, supported by Ms. Bouwman to approve the agenda as presented. Motion carried unanimously, voice vote.

Approval of Minutes:

Motion by Mr. Radtke, supported by Ms. denboer to approve the minutes of November 12, 2024 meeting. Motion carried unanimously, voice vote.

Treasurer's Report:

Ms. denboer shared balances for November 2024, with the month ending balance of \$205,423.88. Motion by Mr. Radtke, supported by Mr. Gray to file and record the Treasurer's Reports as presented. Motion carried unanimously, voice vote.

Public Comment:

None on this date.

New Business:

a). Wade Trim Invoice, \$1,544.92

Motion by Mr. Gray to approve Wade Trim invoice in the amount of \$1,544.92, supported by Mr. Radtke, Motion Carried Unanimously.

Old Business:

a). Trail Grants.

Mr. Gray stated the design is on-going, currently in legal review. The DDA is responsible to survey as built. Close to 60% of the design is complete. Once completed can begin the grant process. Radtke contributed AJ's have offered a decent price for park trail – he will reach out. McAllister added it is time to start getting estimates.

Denboer asked when the GLT Trustees will approve the invoice for the township's contribution. Radtke commented the Board wants to make sure everything (easement) is processed before sending check.

c). Street Lights/Speed Signage – J. Maddy Parkway.

Radtke asked if anyone had been to Fife Lake to see their streetlights – those are \$15,000 each, not including electrical or installation.

Public Comment:

Discussion:

Radtke will work with Representative Roth and the Governor's office for grant opportunities for infrastructure.

Adjournment:

The Chairman entertained a motion to adjourn at 10:04 a.m. Motion by Mr. McAllister, supported by Mr. Gray to adjourn the meeting at 10:04 a.m.

Next Meeting Date: January 7, 2025