

Village of Dansville  
Downtown Development Authority  
Meeting Minutes  
June 8, 2023

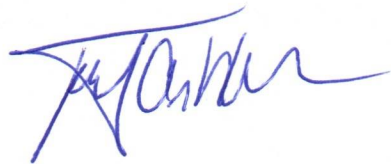
- I. Call to Order: June 8th at 7:00 P.M. in Dansville Village Hall, 1360 Mason St., Dansville, MI 48819, by President Warvel.
- II. Roll Call/Present: Ashton, V. Hart, Kuch, C. Rutan, P. Rutan, Stolz, Hershiser, Hallock, Warvel  
Roll Call/Absent: Parson, Eifert, Elliott, Nevills  
Guests:
- III. Approval of Agenda: Stolz requested an amendment to the agenda adding Minutes Issues to Old Business. Motion to amend and approve agenda made by Hallock, 2<sup>nd</sup> C. Rutan. Unanimously carried.
- IV. Approval of May Minutes: Motion to amend minutes for approval at July meeting made by Stolz, 2<sup>nd</sup> by Hershiser.
- V. Payment of Bills: Motion to approve made by Stolz, 2<sup>nd</sup> Kuch. – Roll call taken. Unanimously carried.
- VI. Communications:
  - a. Memorial Day Recap  
Warvel stated she felt and has heard the weekend though smaller was still a success. P. Rutan shared that sponsorship almost doubled from last year's event and a recap meeting will be scheduled shortly.
- VII. Citizens Comments/ Concerns.
  - a. Travis Halstead Gave a quick update on the upcoming events at the park and the grants applied for the upgrades.
  - b. Kelen Gailey questioned what Tax Bill was being purchased this late in the summer and why his name would still be on check items. Ashton explained that the Tax was a delinquent bill and that she does not see the checks after they are printed. Miya stated that she would check on both things.
  - c. Emma (LEAP) – Spoke on a few opportunities happening through LEAP for new small businesses.
- VIII. New Business:
  - a. Bylaws- Warvel expressed the importance of addressing the DDA Bylaws to be sure the board has the appropriate knowledge of them but also to be sure any needed updates are made. P. Rutan is going to head the process of getting this started.
- IX. Old Business
  - a. ERC/LEAP Assessment- Hallock gave an update on his research for ERC/LEAP Programs. This will be an ongoing discussion to decide if the DDA is utilizing the programs appropriately for the amount that is paid to participate. Warvel expressed that the DDA should take a stronger look at the grants available.

- b. Food Bank- Open discussion was had. There is not currently a contract between the Food Bank and DDA for the use of the building. Warvel stated that a questionnaire needs to be created to be presented to the Food Bank for the purpose of creating a contract. Stolz made the motion that Hart will create the questionnaire, present it to the Food Bank and bring a draft of the contract to the July meeting. P. Warvel 2<sup>nd</sup> the motion.
- c. Budget Planning- Stolz made a motion to make an amendment to the budget of \$100000 for Projects. These projects would include but are not limited to building improvements, park bathroom renovations, downtown development/beautification. 2<sup>nd</sup> by Hershiser. Roll Call was taken.  
Unanimous.  
Upon approval of the amendments, Warvel will get bids on cement for around the DDA building and Stolz will get bids for updates to the park bathrooms.
- d. Meeting Minutes/Agenda- Board would like Agenda by President to be to the Clerk 2 weeks prior to meeting.  
Clerk sending Agenda, Minute Draft, and Grant information 1 week prior to meeting.

X. Member Concerns/Comments:

- a. Hart brought up the suggestion of putting the American Flags into the area where the flowers are currently. P. Rutan made a motion to approve up to 8 flags (\$3200), Stolz 2<sup>nd</sup>.
- b. Hart questioned the flower beds in front of the gas station. Hart makes motion to have DPW clean the beds out and put rock down. C. Rutan 2<sup>nd</sup> motion.
- c. P. Rutan asked if we could have the website made up to date. Hallock explained that there was an issue of being locked out due to previous administration but that it is being resolved.
- d. C. Rutan would like to work with Stolz and Warvel in the Sidewalk planning.

XI. Adjourn: Meeting adjourned at 9:28 PM. Motion made by C.Rutan, 2<sup>nd</sup> by Herschiser.



Respectfully submitted,  
Jennifer Ashton  
Village of Dansville/DDA Treasurer