

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Regular Meeting Minutes
January 11, 2022**

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

Roll Call:

Members Present:	Brian McAllister, Chair Eric Gray, Vice-Chair Adrienne Woodward Amanda Denboer Pat McDonald
Members Absent:	Marvin D. Radtke, Jr.
Guests:	None

Approval of Agenda:

Motion by Mr. McDonald, supported by Ms. Denboer to approve the agenda as presented. Motion carried

Approval of Minutes:

Motion by Ms. Bouwman, supported by Mr. McAllister to approve the minutes of the meeting of November 9, 2021. Motion carried.

Treasurer's Report:

Ms. DeBoer provided a review of the Treasurer's Report. A line expense of \$750.00 for 2021 Audit was requested for payment. Motion by Mr. McAllister, supported by Ms. Bouwman to approve the audit expense of \$750.00, payable to Green Lake Township, and place on file the December 2021 Treasurer's Report. Motion carried.

Public Comment:

None at this time.

New Business:

None at this time.

Old Business:

a). Trail Grants: Mr. Gray updated members on letters of support needed for the Trail Project. The meeting with Representative Roth and Senator Schmidt was well attended and community support for trail development well represented. Project reference sheets and those letters of support received will be sent to the representative at the end of January, per their request. A more formalized logo was agreed upon and will be included in future correspondence. Mr. McDonald asked about employment of a grant writer. Mr. Gray said Fleis & Vandenbrink do have professional staff for the grant process. Deadlines for submission and materials needed were once again reviewed as a reminder to the members.

Communications:

None on this date.

Public Comment:

None on this date

Adjournment:

The Chairman entertained a motion to adjourn at 10:05 a.m., motion by Mr. McDonald, supported by Mr. Gray.
Motion carried.

Next Meeting Date: February 8, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Regular Meeting Minutes
February 8, 2022**

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

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Adrienne Woodward
Amanda denBoer
Pat McDonald (via telephone)

Members Absent: Marvin D. Radtke, Jr.
Laurie Bouwman

Guests: None

Approval of Agenda:

Motion by Mr. Gray, supported by Ms. denBoer to approve the agenda as presented. Motion carried

Approval of Minutes:

Motion by Ms. Woodward, supported by Mr. Gray to approve the minutes of the meeting of January 11, 2022.
Motion carried.

Treasurer's Report:

Ms. denBoer provided a review of the Treasurer's Report. Beginning balance of \$97,265.94, income of \$17.11 interest and \$6276.10 tax allocation. Expenses of \$750.00 for 2021 Audit. Ending balance \$102,809.15. was requested for payment. Motion by Mr. Gray, supported by Ms. Woodward to approve and place on file the January 2022 Treasurer's Report. Motion carried.

Public Comment:

None at this time.

New Business:

None at this time. Mr. McAllister asked that the March agenda include discussion on Art Park Sheds.

Old Business:

a). Trail Grants: Mr. Gray reported submission of project bullet points and letters of support for the trail project were submitted to Representative Roth and Senator Schmidt. He asked that we continue to solicit for letters of support and forward to both representatives as they are received. This will keep the project in front of the lawmakers and decision makers. Mr. McAllister asked that draft letters of support be sent again to members to share with community businesses.

Mr. McAllister stated a grant writer will be needed. Both he and Mr. Gray have been attempting to work with Fleis & Vandenbrink, who initially offered the service, but response to the request has been slow. With an approaching deadline for submission of grant to the State, the members agreed to set a Friday, February 11, 2022 date

of commitment from Fleis & Vandenbrink. If they are unable to commit by this date, Mr. McAllister will call a special meeting to determine which route the DDA will take going forward, either a new firm or a private grant writer.

Communications:

None on this date.

Public Comment:

None on this date

Adjournment:

The Chairman entertained a motion to adjourn at 9:56 a.m., motion by Mr. McDonald, supported by Mr. Gray. Motion carried.

Next Meeting Date: March 8, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Regular Meeting Minutes
March 8, 2022**

Call to Order: 9:35 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Adrienne Woodward
Amanda denBoer
Pat McDonald
Laurie Bouwman
Members Absent: Marvin D. Radtke, Jr.
Guests: None

Approval of Agenda:

Motion by Ms. Bouwman, supported by Mr. Gray to approve the agenda as presented. Motion carried

Approval of Minutes:

Motion by Mr. McDonald to amend the minutes of February 8, 2022, under Treasurer's Report: -
Ms. denBoer provided a review of the Treasurer's Report. Beginning balance of \$97,265.94, income of \$17.11 interest and \$6276.10 tax allocation. Expenses of \$750.00 for 2021 Audit was requested for payment. Ending balance \$102,809.15. ~~was requested for payment.~~ Motion supported by Ms. denBoer to amend the minutes of February 8, 2022 and approve with noted changes. Motion carried.

Treasurer's Report:

Ms. denBoer provided a review of the Treasurer's Report. Beginning balance of \$102,809.15, income of \$15.81 interest and \$428.00 tax allocation. Ending balance \$103,252.90. Motion by Mr. McDonald, supported by Mr. Gray to approve and place on file the February 2022 Treasurer's Report. Motion carried.

Public Comment:

None at this time.

New Business:

a). Art Park Buildings. Ms. Woodward inquired if the buildings could be used for Chamber storage. Members agreed not a good use. Ms. Bouwman wonder what they buildings are worth, and could they be sold. Discussion held on use of one of the buildings at the Farmer's Market. Could be used for information on the area. Mr. McDonald will check with Brad Oleson on the of a portion of the lot for the building. Discussion on use at the Christmas light show at Tom's. Mr. McDonald will also check statute if the sheds could be sold above purchase price. During discussion it was also noted the Tom's manager would like to engage with community. Mr. McAllister will ask if interested in joining the DDA. Mr. Gray stated if no interest is found in any of the above the DDA should consider a sale next month. Ms. Bouwman and Ms. Woodward will inquire of Chambers' interest in purchasing.

Old Business:

a). **Trail Grants:** The members agreed to contract with Fleis & Vandenbrink for grant writing. Mr. McDonald said their proposal included TAP Grant and MDNR Trust Fund Grant. A 40% financial match increases chances of receiving grant, this match could include a commitment from Green Lake Township, which Mr. McDonald also requested support for a motion to take the project "match" dollars to the Green Lake Township Board for Resolution of financial support. Mr. McAllister suggested a \$250,000.00 grant with DDA financial support of \$80,000.00 and any monies which might be received from the township. Motion by Mr. McDonald, supported by Mr. Gray to contract with Fleis & Vandenbrink at a cost of \$3,200.00, to write an MDNR grant for the trail project and obligate \$80,000.00 from the DDA accounts on top of what the township may commit for match dollars in support of a \$250,000.00 grant request to begin trail process and a Resolution request be presented to the Green Lake Township Board of Trustees asking for their financial support. Motion Carried unanimously. Mr. McAllister as chair will sign the Fleis & Vandenbrink contract for \$3,200.00. Mr. McDonald will present Resolution for financial support to the Green Lake Township Board.

Communications:

Ms. Woodward shared a grant request which the Chamber has presented to the Gerstacker Foundation. This will increase and improve the "Light up Interlochen" event. Mr. Gray said the DDA should have funding to help the Chamber with their lighting event after fall disbursement is made.

Public Comment:

None on this date

Adjournment:

The Chairman entertained a motion to adjourn at 10:2 a.m., motion by Mr. McDonald, supported by Mr. Gray. Motion carried.

Next Meeting Date: April 12, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Regular Meeting Minutes
April 12, 2022**

No QUORUM

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Regular Meeting Minutes
May 10, 2022**

Call to Order: 9:32 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Adrienne Woodward
Amanda denBoer
Pat McDonald

Members Absent: Marvin D. Radtke, Jr.
Laurie Bouwman

Guests: None

Approval of Agenda:

Motion by Mr. McDonald, supported by Ms. denBoer, to approve the agenda as presented. Motion carried

Approval of Minutes:

Motion by Mr. Gray, supported by Ms. Woodward to approve the minutes of March 8, 2022 as presented. Motion carried.

Treasurer's Report:

Ms. denBoer provided a review of the Treasurer's Report. Beginning balance of \$103,216.50, income of \$18.09 interest, no expenses. Ending balance \$103,234.59. Also presented a draft budget for 2022-2023, no changes were recommended. Mr. McDonald did state the \$80,000.00 in Economic Development could change to \$50,000.00 based on which grant is applied for to construct the new walking path. Motion by Ms. Woodward, supported by Mr. Gray to approve the April 2022 Treasurer's Report and the 2022-2023 Budget as presented. Motion carried.

Public Comment:

None at this time.

New Business:

a). Art Park Buildings. Mr. McDonald stated the township will allow the building to be stored at the Golden Fellowship Hall. Its use will be storage for Interlochen Chamber. Mr. Gray inquired how much to move both to the hall, one could still be sold at the new location. Ms. denBoer asked Mr. McDonald if he has checked the statute on selling items above purchase price. Mr. McDonald said he would check and get back with members. Mr. McAllister suggested giving both to Chamber for storage and possibly sell one later. Motion by Mr. Gray, supported by Ms. Woodward to transfer two sheds to township property, with the township's approval, continue discussion to sell one shed once statute is reviewed and pay for moving fees. Motion carried. Mr. McAllister will contact Scott Griner about moving sheds. Mr. McDonald will speak with Mr. Radtke for permission to place two sheds at the Golden Fellowship Hall.

Old Business:

a). **Trail Grants:** Mr. McDonald motioned to rescind previous \$80,000.00 from DDA commitment and to ask Green Lake Township to reimburse up to \$45,000.00, amount of new match and commit an additional \$5,000.00 match for a proposed \$200,000.00 trail grant. Motion supported by Mr. Gray. Motion carried.

Mr. McAllister meets May 11th with individuals who assisted with fundraising for new library. The hope is to provide direction for organizing the group. Mr. Gray reached out to Michigan Trail Fund, they were not receptive, project not far enough along. Mr. McAllister spoke with Ed Dewey, Green Lake Duck Lake Association. They have a new member who has written grants and might be able to assist.

Mr. Gray updated the members that Interlochen Center of the Arts has put together a funding request to Traverse Connect. This will show need of the area for these projects. Representative Roth is still pushing hard for trail project. Mr. Gray also has a videoconference scheduled with MDOT to discuss ICA projects including an ask for a tunnel. Mr. McAllister asked to be invited.

Mr. McDonald left a message with the TART Trail office. He is looking for information on easements, if they have had to do any, would they share. He is still sending info to the State of Michigan for recreation grant.

Mr. Gray announced ICA is agreeable to use of the old railroad grade which is deeper into their property. This path will require only one bridge span. Mr. Gray will share the path with Scott Rasmussen, Fleis & Vandenbrink Project Manager, to alter current location on map. Ms. denBoer like the new location, less impact on wetlands. Ms. Woodward also like the route, further off road. Mr. Gary added he has received no CAD drawings from F&V, will try to ask again.

Mr. Gary asked if meeting with Betsie Valley Trail and TART, possible connection routes – what will it take to a connection. Mr. McAllister commented that good ideas come from all meetings. Mr. McDonald also has a meeting scheduled for next week with other local trail groups. He will share conversation with those groups.

Public Comment:

None on this date

Adjournment:

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

Next Meeting Date: June 8, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Regular Meeting Minutes
June 14, 2022**

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

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Adrienne Woodward
Amanda denBoer
Pat McDonald

Members Absent: Marvin D. Radtke, Jr.
Laurie Bouwman

Guests: None

Approval of Agenda:

Motion by Mr. McDonald, supported by Ms. denBoer, to approve the agenda as presented. Motion carried

Approval of Minutes:

Motion by Mr. McDonald, supported by Mr. Gray to amend the minutes of May 10, 2022 as follows:

Trail Grants: *Mr. McDonald motioned to rescind previous \$80,000.00 from DDA commitment and to "now reimburse" Green Lake Township to reimburse up to \$45,000.00, amount of new match; and commit an additional \$5,000.00 match for a proposed \$200,000.00 trail grant. Motion supported by Mr. Gray. Motion carried.*

Motion by Ms. denBoer, supported by Gray to approve May 10, 2022 minutes as amended. Motion carried.

Treasurer's Report:

Ms. denBoer provided a review of the Treasurer's Report. Beginning balance of \$103,234.59, income of \$17.66 interest, no expenses. Ending balance \$103,252.25. Ms. denBoer reported the Green Lake Township Board of Trustees approved the 2022-2023 DDA Budget as presented. Motion by Mr. Gray, supported by Ms. Woodward, to approve the May 2022 Treasurer's Report. Motion carried.

Public Comment:

None at this time.

New Business:

None at this time

Old Business:

a). **Trail Grants.** Fleis & Vandenbrink proposal – no action taken. Mr. Gray to contact Wade Trim regarding engineering, etc., and grant writing. Gray to also contact Josiak Consulting and maybe Gordie Fraser. Interlochen Center for the Arts surveyor, Zack Baker might be available to help with easements. Mr. Gray to contact Interlochen Center for the Arts regarding early development of trails on Interlochen Center for the Arts property, bridge possibilities.

Public Comment:

None on this date

Adjournment:

The Chairman entertained a motion to adjourn at 10:17 a.m., motion by Mr. McAllister, supported by Mr. Gray. Motion carried.

Next Meeting Date: July 12, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Regular Meeting Minutes
July 12, 2022**

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

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Laurie Bouwman
Adrienne Woodward
Amanda denBoer
Pat McDonald

Members Absent: Marvin D. Radtke, Jr.

Guests: None

Approval of Agenda:

Motion by Mr. McDonald, supported by Mr. Gray, to approve the agenda as presented. Motion carried.

Approval of Minutes:

Motion by Ms. Bouwman, supported by Ms. Woodward to approve the minutes of the June 14, 2022 meeting as presented. Motion carried.

Treasurer's Report:

Ms. denBoer provided a review of the Treasurer's Report. Beginning balance of \$103,252.25, income of \$18.84 interest, and \$22,762.86 from Green Lake Township. No expenses. Ending balance \$126,033.95. Motion by Mr. Gray, supported by Ms. Woodward, to approve the June 2022 Treasurer's Report. Motion carried.

Public Comment:

None at this time.

New Business:

Election of Officers: Motion by Mr. McDonald, supported by Ms. Bouwman to appoint the following individuals:

Brian McAllister: Chairman
Eric Gray: Vice Chairman
Laurie Bouwman: Secretary
Amanda denBoer: Treasurer

Motion carried unanimously.

Meeting Dates: Motion by Mr. McDonald, supported by Mr. Gray to change the current monthly schedule to a new "first Tuesday of each month". Motion carried unanimously.

Annual Informational Meetings: Motion by Mr. McDonald, supported by Mr. Gray to set the 2022/2023 Informational Meetings for the following dates:

September 6, 2022

October 4, 2022

Motion carried unanimously. Notifications will be sent to those impacted.

Old Business:

a). **Trail Grants.** Mr. Gray reported no further meetings have been held. The members discussed possible alternative grant writers. Geotech survey of old railroad grade completed. The depth of the grade into ICA property is a concern, but it does remove wetlands from proposed trail route.

Public Comment:

Mr. McDonald asked if the shed locations have been determined.

Adjournment:

The Chairman entertained a motion to adjourn at 9:55 a.m., motion by Mr. McAllister, supported by Mr. Gray. Motion carried.

Next Meeting Date: August 2, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Special Meeting Minutes
September 14, 2022**

Call to Order: 11:30 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Laurie Bouwman
Adrienne Woodward
Amanda denBoer
Pat McDonald

Members Absent: Marvin D. Radtke, Jr.

Guests: None

Approval of Agenda:

Motion by Mr. McDonald, supported by Ms. Bouwman, supported by Mr. Gray, to approve the agenda as presented. Motion carried.

Approval of Minutes:

Motion by Mr. Gray, supported by Mr. McDonald to approve the minutes of the July 12, 2022 meeting as presented. Motion carried.

Treasurer's Report:

Ms. denBoer provided a review of the July and August 2022 Treasurer's Report. August ending balance \$131,167.01. Motion by Ms. Bouwman, supported by Mr. Gray, to approve the July 2022 and August 2022 Treasurer Reports. Motion carried.

Public Comment:

None at this time.

New Business:

Clerical Support: Motion by Mr. McDonald, supported by Ms. Bouwman to approve an invoice of \$380.07 for clerical support to the DDA. Motion carried.

Trail Grant Writer: Mr. Gray has met with Wade Trim Engineering and they are able to provide grant writing services to the DDA. The quote received and presented to the members stated \$4,000.00 for scouting funding opportunities, \$1,000.00 for grant support for one year and \$3,000.00 for each grant application submitted. Mr. McAllister participated in the Wade Trim meeting and said they have the experience needed and want to be on board. Mr. Gray believes them to be a better fit for the DDA. Mr. McDonald made a motion to approve up to \$8,000.00 for the proposal as received by Wade Trim, including proposal to specify in writing offer to review and upgrade trail plan. Motion supported by Ms. Bouwman. Carried unanimously.

Old Business:

a). Trail Grants. (placeholder)

Public Comment:

Mr. McDonald has received a quote to move the DDA sheds to the Golden Fellowship Hall. Griner Towing will move them for \$300.00 - \$350.00, each and relocate in the space indicated.

Mr. McDonald said the representative of the current grant application submitted by Fleis & Vandenbrink is close to her maternity. Mr. McDonald is afraid they might drop the ball. Mr. Radtke has access to the State of Michigan grant site and he will ask him to monitor. Copies of the grant and data will be requested from Fleis & Vandenbrink.

Mr. McDonald has developed draft easements for the trail project. He will send to township attorney for review.

November's meeting will be posted as an Informational Meeting. Notices will be sent.

Adjournment:

The Chairman entertained a motion to adjourn at 12:07 p.m., motion by Mr. McAllister, supported by Mr. McDonald. Motion carried.

Next Meeting Date: October 4, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Special Meeting Minutes
October 4, 2022**

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

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Marvin D. Radtke, Jr.
Adrienne Woodward
Amanda denBoer
Pat McDonald

Members Absent: Laurie Bouwman

Guests: None

Approval of Agenda:

Motion by Mr. Radtke, supported by Ms. Woodward, to approve the agenda as presented. Motion carried.

Approval of Minutes:

Motion by Mr. Gray, supported by Mr. Ms. Woodward, to approve the minutes of the September 14, 2022 meeting as presented. Motion carried.

Treasurer's Report:

Ms. denBoer provided a review of the September 2022 Treasurer's Report. September ending balance is \$148,171.97. Motion by Mr. Radtke, supported by Mr. McDonald to approve the September 2022 Treasurer's Report and place on file. Motion carried.

Public Comment:

William "Bill" Clark, BATA Mobility Coordinator provided a review of BATA services. This review included their new route bus stops, Saturday routes will be back and a new on demand App service. Mr. McAllister asked if BATA was a non-profit, Mr. Clark said they are a semi-government entity. Mr. Radtke asked if Blue Vase Books is still an intercept stop with Benzie Bus. Mr. Clark said the stop is currently active at Blue Vase, however Tom's Market has agreed to have a stop at their facility, which is open each day. Mr. Clark then shared information from BATA current millage proposal on the November ballot.

New Business:

File Storage: Ms. denBoer asked if the DDA could approve funding for a file storage box for the Treasurer's documents. Motion by Mr. Radtke, supported by Mr. Gray to approve an expenditure not to exceed \$50.00 for the purchase of a file storage box. Motion carried.

Chamber Light Show Donation: Motion by Mr. Radtke, supported by Mr. McDonald to approve an expenditure of \$5,500.00 to be put toward the Chamber Light Up Interlochen event. Motion carried. Ms. denBoer asked if written

request has been sent to the DDA from the Chamber for the 2022 Light Up Interlochen event. Ms. Woodward will forward to Ms. denBoer.

Old Business:

a). Trail Grants. Mr. Gray stated \$6,000 has been agreed to by Wade Trim for the “kick-off” of their trail grant proposal. The amount includes one free grant. At the end of October a SPARK grant is due and they will attempt to submit a grant. Mr. Radtke suggested a commitment to Wade Trim for their engineering services, Mr. Gray noted a fee schedule has been provided. Mr. Gray will get the agreement signed. Mr. Gray added this will really get the project moving and thanked Mr. McDonald for his work on the proposed easements needed. Mr. Allister suggested using the donor wall at the library for a list of potential donors to the trail project. Mr. Gray asked if this was the appropriate time to start lobbying the State Park. An invoice will be forwarded to Ms. denBoer for payment to Wade Trim.

Public Comment:

Mr. McAllister shared with the members that the sheds will be moved to two designated positions in the Golden Fellowship Hall parking lot.

Adjournment:

The Chairman entertained a motion to adjourn at 10:19 a.m., motion by Mr. Radtke, supported by Mr. McDonald. Motion carried.

Next Meeting Date: November 1, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Informational Meeting Minutes
November 1, 2022**

Call to Order: 9:32 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Marvin D. Radtke, Jr.
Adrienne Woodward
Amanda denBoer
Pat McDonald

Members Absent: Laurie Bouwman, arrived at 10:00 a.m.

Guests: None

Approval of Agenda:

Motion by Mr. Radtke, supported by Ms. Woodward, to approve the agenda as presented. Motion carried.

Approval of Minutes:

Motion by Mr. Radtke, supported by Ms. denBoer, to approve the minutes of the October 7, 2022 meeting as presented. Motion carried.

Treasurer's Report:

Mr. Radtke told the members all amounts owed by township to DDA have been paid. Ms. denBoer provided a review of the October 2022 Treasurer's Report. October ending balance is \$162,322.41. Motion by Mr. Radtke, supported by Mr. McDonald to approve the October 2022 Treasurer's Report and place on file. Motion carried.

Public Comment:

None.

New Business:

Old Business:

a). Trail Grants. Mr. Gray and Mr. McDonald discussed easement wording in hoping to get to Vegabond. Mr. Gray will speak with Mr. Kessel of ICA to approve a survey for bridge portion. Wade Trim submitting SPARKS grant. Mr. Kessel, ICA, is signing document today for easement. Mr. McDonald and Mr. Gray met with State Park Administration. Really good meeting, excited to be a part of it. The State Park also has funding opportunities for the grant. Motion by Mr. Gray, supported by Mr. McDonald to allow Wade-Trim to produce engineered estimates in bid for State Park to lock in State Park funds of \$40,000.00. Motion carried unanimously.

Public Comment:

Ms. Woodward stated the Light-up Interlochen opening event is scheduled for December 9, 2022 from 3:00 p.m. to 7:00 p.m.

Mr. McAllister has a call in to Scott Griner to get the sheds moved.

Lots of talk about local ATV and snowmobile trails coming to Interlochen. Snowmobile group to come to meeting.

Adjournment:

The Chairman entertained a motion to adjourn at 10:19 a.m., motion by Mr. Radtke, supported by Mr. McDonald. Motion carried.

Next Meeting Date: December 6, 2022

**Interlochen Downtown Development Authority
Golden Fellowship Hall 9700 Riley Road Interlochen, MI
Informational Meeting Minutes
December 6, 2022**

Call to Order: 9:31 a.m., Chairman McAllister

Roll Call:

Members Present: Brian McAllister, Chair
Eric Gray, Vice-Chair
Marvin D. Radtke, Jr.
Adrienne Woodward
Pat McDonald

Members Absent: Laurie Bouwman

Guests: Christopher Bush, Interlochen State Park
Wayne Hofmann, Wade Trim
Brian Sousa, Wade Trim

Approval of Agenda:

Motion by Mr. Radtke, supported by Mr. Gray, to approve the agenda with the addition of line item; Wade Trim Invoice Approval. Motion carried.

Approval of Minutes:

Motion by Mr. Radtke, supported by Mr. Gray, to approve the minutes of the November 1, 2022 meeting as presented. Motion carried.

Treasurer's Report:

Motion by Mr. Radtke, supported by Mr. Gray to approve the November 2022 Treasurer's Report and place on file. Motion carried.

Motion by Mr. Radtke, supported by Mr. Gray to approve payment of \$4,066.20 to Wade Trim for services as related to Trail Project. Motion Carried.

Public Comment:

None.

New Business:

None.

Old Business:

a). Trail Grants. Mr. Gray introduced Christopher Bush, Interlochen State Park; Wayne Hofmann, Wade Trim; and Brian Sousa, Wade Trim. Mr. Hofmann presented a phasing plan to the DDA members, explaining a portion of the phasing exists due to privately owned properties and pending easements. Mr. Hofmann thanked Mr. Bush and Casey who represent the Interlochen State Park property for their commitment to the trail project, both for the project and

the financial support. A SPARKS grant has been submitted and strengthening this commitment and community commitment to the project is key.

Mr. Hofmann asked if it had been determined who would provide trail maintenance. Mr. Radtke responded Green Lake Township would provide, but it has not been decided if trail would be used in the winter for cross country skiing, which needs a different type of maintenance.

Mr. McAllister would like the trail to have 4 seasons use. Mr. Gray responded he is unsure if ICA would approve snowmobiles on the trail, the trail passes behind a residential area of campus. Mr. Radtke shared if a county road, riding is permitted on the shoulder.

Mr. Gray asked if a joint public meeting discussing the project could be held, the DDA and the Township Board. Mr. Radtke and Mr. McDonald will discuss. Mr. Hofmann said public engagement help with grant writing, should also include State Park staff.

Mr. Gray agrees with the phasing plan as presented, and maybe a wood chip path initially for cost reduction. Mr. Sousa agreed adding any usable section included in the grant applications helps to strengthen the request.

A draft source of potential funding opportunities was shared. Next 3-6 months many of larger funding sources will need request made. A 501(c)3 will be required for many of the grants. Will consider smaller donors nearer the end of the project.

Mr. McAllister stated many of the members of the DDA met with State Representatives last year in a coordinated meeting. Mr. Radtke added that the project review, including the phasing plan will be beneficial to the members as they meet with state and local leaders. Wayne stated letters of support from community, and elected representatives will be needed.

Mr. Gray asked to add a deadline, application due date to the funding spreadsheet.

Mr. Radtke explained the township's position with MDNR as a large grant was received earlier this year for the purchase of Camp Saki, and the upcoming need to apply for another grant to upgrade access, parking and trails at Camp Saki. A verbal plan to connect to the TART trail in the near future will need to be at least informally, put on paper. If Camp Saki access improvements are funded, Mr. Radtke feels the following year would be a time to request MDNR funding to connect the trails.

Members agreed to the phasing plan presented on this date, also Wade Trim representative were notified of the MDOT upgrade to Interlochen Corners, which could allow for the State to absorb a portion of the trail into their planned changes, i.e., crosswalk and access.

Lastly the members agreed that a public meeting(s) will be needed to garner community support. Hopefully after the new year the dots can start getting connected.

Public Comment:

Mr. Radtke and/or Mr. McAllister will inquire from Ms. denBoer if will be able to continue membership.

Mr. McDonald asked for a copy of the SPARKS Grant recently submitted by Wade Trim.

Adjournment:

The Chairman entertained a motion to adjourn at 10:51 a.m., motion by Mr. Radtke, supported by Mr. McDonald. Motion carried.

Next Meeting Date: January 3, 2022