

Minutes  
Plainwell DDA, BRA and TIFA:  
**July 13, 2021**

1. Call to Order - Meeting called to order at 7:30 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call  
**Members Present:** Jim Turley, Nick Larabel, EJ Hart, Erik Wilson, Randy Wisnaski, David O'Bryant, Paul Rizzo, Adam Hopkins  
**Excused:** Angela Ridgway
4. Approval of Minutes of 06/08/21: minutes were approved to place on file.
5. Special Guest: None
6. Chairman's Report: None
7. BRA Action Items
  - A. Mill Demolition updates: City Manager Wilson provide updates on the mill stating GHD Oversight reduced; waterproofing buildings now; Roof on building #2 completed. Wisnaski asked about the fence removal, City Manager Wilson said it will be removed when it is safe to do so.  
**B. Motion to accept accounts payable for June of \$90,090.38 was made by Hart and seconded by Rizzo. All in favor vote. Motion carried.**
8. DDA Action Items
  - A. **Board to consider a recommendation to City Council for splitting Jenson Lot and selling a portion of the lot.** Much discussion took place regarding splitting the property, making sure there was access to the parking lot, set backs on property, what is the value of the property. Should the property be leased or sold, plus questions regarding zoning, set backs and buildability on the site. Outcomes of discussion: everyone agreed that the city should maintain the parking lot. **A Motion was made by Hart and seconded by Wisnaski to recommend to City Council to split the property, North and South and consider the sale of the east side of the property and seek a request for proposal (RFP) for Jenson Lot. Noting that the city can reject any and all offers that are not acceptable to the city. All in favor vote. Motion passed.**
  - B. Lease of a parking spot to Plainwell Flowers for their delivery van. The board consider the request. **A motion was made by Hart and seconded by Wisnaski to lease a parking space in the Sun Theatre lot to Plainwell Flowers for \$12 a year. All in favor vote. Motion passed.**
  - C. Review of the Revolving Loan fund, everyone is in good standing.
  - D. **Motion to accept accounts payable for June of \$1,157.32 was made by Rizzo and seconded by Hopkins. All in favor vote. Motion carried.**
9. TIFA Action Items
  - A. 425 Conditional Land Transfer Agreement public hearing was held Monday, July 12 with the City Council passing the agreement with Gun Plain Township.

**B. Proposal for performing Phase 1 Environmental Site Assessment. A motion to approve the survey and site assessment was made by Rizzo and seconded by Larabel. All in favor vote. Motion passed.**

**C. Motion to accept accounts payable for June of \$3,381.86 was made by Wilson and seconded by Wisnaski. All in favor vote. Motion carried.**

10. Communications: 05/24 & 06/14/2021 Council Minutes. Also, the Financial Report/ Summary as of 06/30/2021 were approved and placed on file.

11. Public Comments: None

12. Staff Comments: Community Development Manager, Siegel reported:

*Community Updates:*

Dean's Ice Cream received an extension on their car show for another 13 weeks. Held on Monday nights between 4-8 p.m. closing down 1 block of Sherwood St. for that time period.

Otsego Plainwell Chamber agreement updates – provided by Community Development Manager, Siegel, who shared the spread sheet regarding what a city can and can't do when it comes to a donation vs contract. Discussion about how long these negotiations are taking and the lack of understanding our needs from the Chamber has put us at a standstill.

*Businesses:*

Dog & The Bank on target to open mid-September

Majestic Financial on target to open mid-September

13. Member Comments: Wisnaski updated the Board on reports given at the City Council meeting.

14. Adjournment: **A Motion to adjourn the meeting 9:17 a.m. was made by Hopkins and seconded by Larabel.**

Submitted by Denise Siegel, Community Development Manager