

Galesburg Downtown Development Authority
Galesburg City Hall
May 14, 2025
6:00 p.m.

PRESENT: Andrea McCubbin, Mayor Linda Marble, DShey White, Amanda Hawes, Jerry VanderWeele

ABSENT: Lorence Wenke

COMMUNITY ATTENDANCE: Linda Carleton, Art Green

AGENDA: Budget, Business Sign Post

Called to Order/Roll Call 6:13p.m.

Community Comments: Linda Carleton stated that the small shed that the DDA is leasing to GABCA, is crowded and too small. She asked that the DDA talk to the Library Director about getting the large shed for the DDA-GABCA. Linda also talked about Greater Galesburg Days on June 21, 2025. Volunteers are needed to donate baked goods or time to run the Baked goods/ice cream counters in the Fire Station. Visitor Linda Carleton stated that she would reach out to High School Principal, Teresa, and the Superintendent for assistance at GGD.

MINUTES:

McCubbin stated that Item 8 under “Old Business” was incorrect and should be corrected to say “The pots were not picked up by Wenke to take to”... Motion by McCubbin; Support by White to approve the April 9, 2025 Minutes with the above change. All ayes.

Correspondence: Marble handed out a Summer Workshop from the Michigan Downtown Association to be held in Traverse City on June 4, 2025 through June 5, 2025. McCubbin stated that she would like to attend the Workshop. It was agreed that she would attend and the DDA would reimburse her for her expenses.

TREASURER’S REPORTS:

After much discussion and review, McCubbin made a motion to place on file the 2/28/2025 Treasurer’s Report; Support by VanderWeele. All Ayes.

Motion made by McCubbin; Support by Marble to place on file the 3/31/2025 Treasurer’s Report. All ayes.

There was no 4/30/25 Treasurer’s report in packet. Marble stated that she would ask the City Clerk for that report to bring to June’s meeting for approval. DDA also requests that the City provide the 5/31/25 Treasurer Report. Treasurer Reports from White are needed for 4/30/25, 5/31/25. All reports shall be included in the June Board meeting.

Old Business

7. McCubbin stated that Bill Graham is no longer available to build the new sign post for 35th Street. She handed out a quote from Loyal Perry for removing and replacing the top roof and sign on the current business sign and installing a new business sign adjacent to the current sign for \$3300.00. There

was discussion regarding getting quotes from other contractors. Motion was made by Marble; Support by White to request 2 quotes from other contractors and table this discussion until June meeting. All ayes.

8. Budget. Marble provided a proposed 2025/26 Budget for discussion. Changes were made to the proposed Budget. Motion by VanderWeele; Support by McCubbin to approve the Budget with changes and Marble would e-mail the edited Budget to all Board members. All ayes.

9. Website and Facebook. No action has been taken on Website. Hawes stated that she is working on DDA Facebook page under the name: Galesburg Michigan Downtown Development Authority. More discussion at June meeting.

10. Planter pots. McCubbin stated that they need to be pressure washed, sanded and repainted. She stated that she has the paint for the pots. A place is needed to proceed with this project. She also stated that she will send in the Order for the additional pots from Landscape forms this week.

11. Update on business sign renewals. Marble stated that all businesses had renewed except for the Front Porch. She contacted next in line, Valentina's, but was told that it was not possible this year for them to lease a sign. Next in line was Burgess Antiques and Rhonda Furrow indicated that they did want to lease a space on the Board. Marble sent her the Application with instructions for her to proceed. She will follow through with Rhonda in the coming days.

12. E-mail addresses. McCubbin stated she would set up her e-mail address with the City this week.

13. Veterans Board—This was tabled to June 2025 meeting.

14. City Banners—This was tabled to June 2025 meeting.

15. Signs on 96 and E. Michigan— Discussion re: getting quotes from Loyal Perry to paint the signs with GA colors. Additional discussion regarding looking for more organizations that are non-profit to add its signs to the Boards. It was agreed that the DDA will need to draft an Application with certain parameters (although no charge for these organizations).

New Business:

16. Doggy Waste Receptacles—Hawes stated that she has looked at commercial grade waste receptacles to be placed in the City such as the Parks, Bike Trail . She stated that she found them available for a 3 pack for around \$1000. McCubbin stated that she would call David Rachowicz, the Kalamazoo County Parks & Expo Center Director about placing the receptacles on the Bike Trail.

Board Comments:

Hawes mentioned that the tree in front of Checkered Past is dead. Marble will check with Josh about removing the tree and getting a quote for a new tree. She also said she would ask Josh if the DPW had any gator bags for trees.

McCubbin stated her disappointment with the DDA members for letting the Clerk plant flowers in front of City Hall and not contacting her prior to their approval of the Clerk's planting. She discussed the meeting in the Fall of 2024 regarding the landscaping plan for the Spring 2025.

Meeting was adjourned at 8:05 p.m.

Linda Marble, Secretary