

Galesburg Downtown Development Authority
Galesburg City Hall
June 11, 2025
6:00 p.m.

PRESENT: Andrea McCubbin, Mayor Linda Marble, Lorence Wenke, Linda Carleton, Art Green

ABSENT: Amanda Hawes, D'Shay White, Jerry VanderWeele

AGENDA: Business and Organization signs, MDA membership, Fall Cleanup day

Called to Order/Roll Call 6:02p.m.

AGENDA:

Motion by Marble to approve Agenda; Support by Wenke. All Ayes.

MINUTES:

McCubbin made a correction in the Minutes of 5/11/2025 indicting that Linda Carleton stated that she would contact High School High School Principal and Superintendent regarding Greater Galesburg Day. Motion by Marble to approve May 14, 2025 minutes with correction; Support by Wenke. All Ayes.

TREASURER'S REPORTS:

Treasurer White was absent so the Board had no DDA Credit Union Accountings to approve. Motion was made Marble; Support by Wenke to approve and place on file the City of Galesburg's April 30, 2025 Treasurer Report. All ayes.

Motion was made by Marble; Support by Wenke to approve and place on file the City of Galesburg's May 31, 2025 Treasurer Report. All ayes.

Old Business

6. McCubbin stated that because of the City of Galesburg's Building Official's view on the Sign Ordinance, she did not proceed further in getting additional quotes for the addition Business Sign. She stated that she had the quote from Loyal Perry adding an extension to the current sign for \$3300.00. More information is needed regarding the size of the sign and placement of the sign in addition to filing for "Special Use" with the Zoning Board of Appeals.

7. Budget. For informational purposes only Marble provided the DDA's 2025-26 Budget which was adopted by the DDA at the May meeting to the Board members present for their files.

8. Website and Facebook. McCubbin stated that she had been looking at websites. She made a suggestion to put the DDA website on the City of Galesburg's website. She suggested that the Board should look at Comstock's website.

9. Planter pots. McCubbin stated that the pots have not been repainted, but they will be placed around town for Greater Galesburg Day. She stated that she had a lot of petunias and would try to get the scouts to help plant as they have in the past. McCubbin stated that she ordered the pots from Landscape Forms in an "Ash" color. The DDA will be receiving 10 rectangular and 10 square pots scheduled for

sometime in the middle of July. McCubbin stated that the DDA needed to talk about and look into bases for the pots.

10. Organizations signs in Galesburg. McCubbin stated that she had talked to the owner of the property on 96 (E. Battle Creek) where one of the Organization signs is located and he gave permission for the sign to be improved and re-painted. Measurements will be taken to determine if the sign and a conforming sign or non-conforming sign according to the City's sign ordinance. The Organization sign on East Michigan is located in the Township of Charleston so does not fall under the City's sign ordinance. Lloyal Perry quoted \$820 for replacing the steel on the steel roof and painting the whole sign on 96. He also quoted \$820 for painting and renovating the sign on E. Michigan. Measurements will be needed for these signs.

11. Veterans Board. McCubbin suggested that the Board talk to Kim Enders about the individual plaques with the veterans' names on them.

12. City Banners. No information was available for discussion.

13. Landscaping in front of City Hall. McCubbin gave information of what planting she is doing in front of the Fire Department and City Hall. Marble suggested that the bushes on the West side of City Hall be removed along with the landscape ties; and add more stone, replace the ties and place planter pots along the stone. Marble stated she would ask the City's DPW to give a quote to the Board and McCubbin stated that she would also look at other contractors who would be able to do the work.

14. Replacement of Galesburg Municipal City sign. McCubbin asked that the Board consider an electronic sign in front of City Hall.

15. Dog Waste Receptacles. There was much discussion. McCubbin stated that she did talk to the Director of County Parks, David Rachowicz. One of the biggest concerns is DDA's responsibility for refilling the bags, etc. It was said that this may not be something the DDA should take responsibility for.

New Business:

16. Michigan Downtown Association (MDA); Galesburg DDA membership; Recognition of Wenke's contribution. Wenke was thanked by the Board for donating the MDA membership fee. McCubbin talked about some of the things that the MDA does and she thought it important that the Galesburg DDA join the MDA. Motion was made by Marble, Supported by Carleton to join the Michigan Downtown Association. All ayes.

17. Report of MDA Summer workshop by McCubbin. McCubbin talked about her attendance at the MDA Summer workshop in June. She stated that she felt that she learned a lot and that by joining the MDA, this Board could more informed and gather ideas for moving the City of Galesburg forward.

18. October 5 Parks Foundation event. This event is to promote the bike trail and it will be going through the City of Galesburg with some activities.

19. Summer clean-up day in the City—set date. It was decided that it is too late to schedule a summer 2025 clean up date.

20. Fall clean up day in the City—set date. It was thought that September would be a good time to schedule fall clean up day. Hopeful to get high school students again to help.

21. Greater Galesburg Days—Vineyard Chicks fee. There was discussion to help GGD by donating an amount to help GABCA pay for this event. Motion was made by Marble; Support by Green to donate \$400 to GABCA for the expenses of Greater Galesburg Day on June 21, 2025. All ayes.

22. Downtown Plan—taking next steps. It was decided that the Board members would review the Galesburg Downtown Plan and begin taking steps to follow the actions stated in the Plan. McCubbin suggested that a possible Special Meeting be scheduled to discuss the Downtown Plan.

Board Comments:

Wenke reported that the Michigan Growers building located on McCollum was destroyed by the tornado. He said they are waiting for the insurance adjustors to give them the information they need to rebuild.

McCubbin brought up the “Friend Adopt a Trail” that was adopted by the previous DDA a number of years ago. The sign was placed between River Oaks and 35th Street. The DDA has the responsibility of keeping that area clean between March 1st and October 31st. McCubbin stated that she would look to see if the sign was still on the mile marker on the trail.

McCubbin talked about 129 E. Michigan property (across from the Post Office). She said that the Land Bank is still not taking applications, but they are currently asking \$5,220 for the property. The DDA had previously talked about putting a dog park on that property, but, again, the responsibility of keeping the property cleaned up was a concern.

Meeting was adjourned at 8:30 p.m.

Linda Marble, Secretary