

**VILLAGE OF WEBBERVILLE  
DOWNTOWN DEVELOPMENT AUTHORITY  
February 10, 2025  
Meeting Minutes**

The special meeting of the Webberville Downtown Development Authority was called to order by Chairman Rockey at 5:30 p.m. on February 10, 2025 in the Webberville Village Council Chambers. Roll was called.

Present: Diana Baxter, Dan Norton, Samuel Schulte, Randi Swinson, Joe Warner, and Joshua Rockey

Absent: Jordan Fuller, Les Rains

Others Present:

Lana Stanfield  
Jessica Kuch

Resident  
Village Clerk/Treasurer

Quorum Declared

**Public Comment**

None

**Approve Agenda**

Motion by Baxter, second by Schulte to approve the agenda as presented. All Ayes. Motion Carried.

**Minutes from the January 28th, 2025**

Motion by Schulte, second by Swinson to approve the minutes from the January 28<sup>th</sup>, 2025 Meeting. All Ayes. Motion carried.

**WDDA Accounts Payable**

Motion by Swinson, second by Baxter to approve the WDDA accounts payable/treasurers report as presented. Ayes: Baxter, Norton, Schulte, Swinson, Warner, Rockey. Absent: Fuller, and Reins. Motion Carried.

**LEAP Report**

None

**Parking lot on Grand River Update**

On Hold until further notice.

**Ford Building**

Still searching for a general contractor and architect. Working on details for the new windows and doors.

### **Briggs Building Project**

Heat works for the first and second suite of the building now, and plumbers will be in later this week.

### **Schedule Change**

Motion by Schulte, second by Norton to approve the schedule change to the DDA meeting dates. Ayes: Baxter, Norton, Schulte, Swinson, Warner, Rockey. Absent: Fuller, and Reins. Motion Carried.

### **Discussion of Budget**

Change snow removal equipment to just snow removal.

### **NIESA Revenue Agreement**

Recommended by Chairman Rockey, so moved by Baxter, second by Swinson to approve the yearly NIESA Revenue Agreement for \$20,000.00 for 2025-2026 payable in March. Ayes: Baxter, Norton, Schulte, Swinson, Warner, Rockey. Absent: Fuller, and Reins. Motion Carried.

Recommended by Chairman Rockey, so moved by Baxter, second by Swinson to approve the yearly NIESA Revenue Agreement for \$20,000.00 for 2026-2027 payable in March. Ayes: Baxter, Norton, Schulte, Swinson, Warner, Rockey. Absent: Fuller, and Reins. Motion Carried.

### **Industrial Park Road Construction Village Loan**

Recommended by Chairman Rockey, so moved by Swinson, second by Norton to approve forgiving year one of the Industrial Park Road Contribution loan amount of \$195,869.88 back to the DDA Highview Rd project. Ayes: Baxter, Norton, Schulte, Swinson, Warner, Rockey. Absent: Fuller, and Reins. Motion Carried.

### **Adjourn**

Motion by Baxter, second by Schulte to adjourn the meeting at 6:55 pm. All Ayes. Motion Carried.

Jessica Kuch  
Clerk/Treasurer