

**VILLAGE OF WEBBERVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
July 7, 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 July 7, 2025 in the Webberville Village Council Chambers. Roll was called.

Present: Diana Baxter, Dan Norton, Samuel Schulte, Randi Swinson, and Joshua Rockey
Absent: Jordan Fuller, Les Rains, Don Ward, Joe Warner

Others Present:

Lana Stanfield	Resident
Carolyn Crandall	Deputy Clerk/Treasurer

Quorum Declared

Public Comment

None

Approve Agenda

Recommended by Chairman Rockey, so moved by Shulte, second by Swinson to approve the agenda. All Ayes. Motion Carried.

Minutes from the June 9, 2025

Motion by Swinson, second by Shulte to approve the minutes from the June 9, 2025 Meeting. All Ayes. Motion carried.

WDDA Accounts Payable

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

LEAP Report

No report available.

Parking lot on Grand River Update

Bruce from PEA Group is working with the drain commission to see what can be done with property. Hoping to put gravel down till drains can be redone.

Ford Building

Motion by Norton, seconded by Ward to approve \$99,398.40 to Nielsons Commercial Construction. Ayes: Norton, Schulte, Swinson, Ward, Rockey. Absent: Fuller, Baxter, Rains, Warner. Motion Carried.

Motion by Shulte, second by Norton to approve not to exceed \$10,000.00 to PEA Group for engineering cost for Ford Building. Ayes: Norton, Schulte, Swinson, Ward, Rockey. Absent: Fuller, Rains, Baxter, Warner. Motion Carried

Motion by Norton, Seconded by Ward to approve up to \$5,000.00 to Aaron Glass for a serving window for Ford building. Ayes: Norton, Schulte, Swinson, Ward, Rockey. Absent: Fuller, Rains, Baxter, Warner. Motion Carried

Briggs Building Project

No Updates.

Business Park Real-Estate Engagement

Woodworth contract received, waiting for Gormley legal to review.

Amend the 2/10/2025 and 05/12/2025 loan

Motion by Shulte, seconded by Swinson to approve to amend the motion adopted on February 10, 2025, regarding the loan forgiveness of \$195,869.68 by changing the amount to \$110,869.68. Ayes: Norton, Schulte, Swinson, Ward, Rockey. Absent: Fuller, Rains, Baxter, Warner. Motion Carried


Motion by Shulte, seconded by Ward to amend the motion adopted on May 12, 2024, regarding the loan amount of \$391k (full cost incl \$170k contribution) that was listed to the \$221k (actual loan). Ayes: Norton, Schulte, Swinson, Ward, Rockey. Absent: Fuller, Rains, Baxter, Warner. Motion Carried

Old Business/Discussion

- Snow Removal-Discussed increasing the revenue sharing agreement with the village to cover the costs/labor for the possible snow removal equipment they purchase.
- Veterans Memorial-Norton working on quotes for new build.

Adjourn

Motion by Norton, second by Schulte to adjourn the meeting at 7:31pm. All Ayes. Motion Carried.


Carolyn Crandall
Deputy Clerk/Treasurer


Jessica Kuch
Clerk/Treasurer