



**CITY OF LINDEN  
DOWNTOWN DEVELOPMENT AUTHORITY (DDA) BOARD MEETING AGENDA  
LOCATION: LINDEN COMMUNITY CENTER, 105 MILL ST., LINDEN, MI 48451**

**Thursday, April 23, 2026**

**8:30 A.M.**

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- I. CALL TO ORDER**
- II. ROLL CALL**  
(A) Excuse Absent Member(s)
- III. APPROVAL OF MINUTES**  
(A) Approve Minutes of the March 26, 2026 Regular Meeting
- IV. PUBLIC COMMENT (NON-AGENDA ITEMS ONLY)**  
**Any person wishing to address the DDA Board on non-agenda items only are asked to state their name and address for the record and limit their comments to five minutes, or ten minutes if representing a group of persons. Opportunity will be given to address the DDA Board on Agenda items as they are called on the Agenda.**
- V. CORRESPONDENCE**
- VI. FINANCIAL REPORTS**  
(A) Check Register
- VII. PUBLIC HEARING/PRESENTATION**
- VIII. DISCUSSION**
- IX. UNFINISHED BUSINESS**  
(A) Snow Removal  
(B) 2026/2027 Fiscal Year Draft Budget  
(C) Sunset Corals Weekly Car Cruise Sponsorship
- X. NEW BUSINESS**
- XI. COMMUNITY ENGAGEMENT**
- XII. MANAGERS REPORT**
- XIII. BOARD MEMBER COMMENTS & REPORTS**
- XIV. ADJOURNMENT**

**NEXT REGULAR MEETING: THURSDAY, MAY 28, 2026 AT 8:30 A.M.**

**CITY OF LINDEN  
MEETING MINUTES  
DOWNTOWN DEVELOPMENT AUTHORITY MEETING**

Thursday, March 26, 2026

8:30 A.M.

**CALL TO ORDER**

The regular meeting of the Linden Downtown Development Authority (DDA) Board was called to order at 8:30 a.m. by Chairperson Sapelak. The meeting was held within the Linden Community Center, located at 105 Mill Street Linden, Michigan 48451.

**ROLL CALL**

**Present:** Tod Fisher, Brandon Raudebaugh, Marta Wright, Ryan McDonald, Jeanine Sapelak, Greg Jones

**Absent:** Michelle Robbins, Keri Burns, Denise Miller

**Others Present:** Tessa Sweeney, Director of Senior Services and Community Engagement; Nicole Weissenborn, Deputy Clerk

**Excused Absence(s):** Michelle Robbins, Keri Burns, Denise Miller

**APPROVAL OF MINUTES**

(A) Approve Minutes of the February 26, 2026 Regular Meeting  
Motion by Wright, second by Raudebaugh to approve minutes of the February 26, 2026. Motion carried 6-0.

**CITIZENS' COMMENTS – Non-Agenda Items Only**

Public comment from Tyler Carpenter regarding introduction to DDA as the new SLPR Director, along with brief review of programs offered.

Jones requested the addition of an item to the agenda, referencing Sunset Corals Cruise-In recently approved by Council and seeking sponsorship. Motion by Fisher, second by Miller to add to the agenda Sunset Corals Cruise-In Sponsorship as New Business. Motion carried 6-0.

**CORRESPONDENCE**

None.

**FINANCIAL REPORTS**

(A) Check Register  
Wright reviewed budget items to board members.

Board Members briefly discussed.

Motion by Wright, second by Sapelak to approve the bills in the amount of \$ 905.09. Roll call.  
Motion carried 6-0.

Ayes: Jones, Raudebaugh, MacDonald, Fisher, Wright, Sapelak

Nays: None

Absent: Miller, Robins, Burns

**PUBLIC HEARING/PRESENTATION**

Guest Speaker, Karen Stoud, presented on behalf of Happening in Linden requesting to be a sponsor for the Happening in Linden organization while providing various sponsorship options.

Board members discussed with Stoud the events hosted by Happening in Linden and inquired about the amount sponsored last year. Sweeney responded.

## **DISCUSSION**

None.

## **UNFINISHED BUSINESS**

### (A) America 250

Sweeney discussed with board members the anticipated America 250 downtown area and gazebo decorations. Board members briefly discussed.

Motion by Wright, second by Raudebaugh to authorize funding amount not to exceed \$ 3,000.00 for downtown decorative enhancements.

Ayes: Fisher, McDonald, Sapelak, Jones, Raudebaugh, Wright

Nays: None

Absent: Burns, Miller, Robins

### (B) Snow Removal

Sweeney discussed the correspondence in detail with board members. Board members discussed insurance issues, snow plow timing, and other potential options available. Board members requested the attorney attend a future meeting to answer additional questions.

## **NEW BUSINESS**

### (A) Happening In Linden Sponsorship Request

Board members discussed the Sponsorship briefly.

Motion by Wright, second by Raudebaugh to approve the Happening in Linden Sponsorship request for the Premier Partner Membership in the amount of \$ 11,000. Roll call. Motion carried 6-0, with 1 abstention.

Ayes: MacDonald, Fisher, Raudebaugh, Wright, Sapelak, Jones

Nays: None

Absent: Miller, Robins, Burns

### (B) Music by the Mill Concert Series

Sweeney and Board Members discussed the Music by the Mill correspondence.

Fisher stated that he would abstain from voting due to being a band member.

Tyler Carpenter provided additional details regarding the concert series and advised that they would appreciate any sponsorship amount. Board members briefly discussed.

Motion by Sapelak, second by Jones to approve the Music by the Mill in the amount of \$ 15,600.00. Roll call. Motion carried 6-0, with 1 abstention.

Ayes: Raudebaugh, Wright, MacDonald, Miller, Sapelak, Jones

Nays: None

Absent: Robins, Burns

Abstained: Fisher

### (C) 2026/2027 Fiscal Year Draft Budget

Sweeney discussed the Budget Draft Report in detail. Board Members briefly discussed and requested to review further next meeting.

(D) Sunset Corals Car Cruise-In Sponsorship

Jones advised that City Council approved the Car Cruise-in at its recent meeting and was seeking sponsorship to advertise the Cruise-In and provided sponsorship options. Board Members briefly discussed the matter and requested to review further at the next meeting.

**COMMUNITY ENGAGEMENT REPORT**

Sweeney discussed the following items:

- Grow Linden
- Happening in Linden
- Networking at Noon
- Chamber event Women in the Workplace
- Parks and Recreation Events
- Box City
- Parking email reminders sent to businesses

**MANAGER'S REPORT**

None.

**BOARD MEMBER COMMENTS**

Jones thanked Mae Designs for coming to the meeting.

Wright discussed the Mill improvements and City being transparent at the City Council meetings.

**ADJOURNMENT**

Sapelak shared the date and time of the next meeting is Thursday, May 28, 2025 at 8:30 a.m. The meeting was adjourned by Chairperson Sapelak at 9:17 a.m.

Respectfully submitted,

\_\_\_\_\_  
Nicole Weissenborn, Deputy Clerk

Approved: \_\_\_\_\_

**CHECK REGISTER FOR CITY OF LINDEN**

CHECK DATE 03/24/2026 - 04/20/2026

BANK CODE: DDASB - DDA-SB (7900) - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
<b>Bank DDASB DDA-SB (7900)</b>				
03/27/2026	3614	ROWE PROFESSIONAL SERVICES	LINDEN MILL POND WALK RECON	90.00
03/27/2026	3615	CITY OF FENTON	DDA-RESTAURANT WEEK 2026	750.00
03/27/2026	3616	CHASE CARD SERVICE	DDA CHARGES 2.12.26-3.12.26	244.59
03/27/2026	3617	SIGN A RAMA	POLE BANNERS FOR AMERICAN 250	2,874.59
04/02/2026	3618	LINDEN HOTEL	NETWORKING AT NOON CATERING	640.00
04/17/2026	3619	BLUE CARE NETWORK	MAY 2026 EMPLOYEE HEALTHCARE	432.50
04/17/2026	3620	CONSUMERS ENERGY	ELECTRIC VEHICLE CHARGING STATION MARCH	352.00
04/17/2026	3621	DELTA DENTAL	EMPLOYEE DENTAL MAY 2026	46.60
04/17/2026	3622	MICHIGAN FENCE CO. INC.	DAM FENCE	10,326.00
<b>DDASB TOTALS:</b>				
Total of 9 Checks:				15,756.28
Less 0 Void Checks:				0.00
Total of 9 Disbursements:				15,756.28

**All N One Lawn Care Service**  
P.O.Box 218  
Linden, MI 48451-9774 US  
allnonelawncare13@gmail.com

# Estimate

**ADDRESS**  
City Of Linden  
Linden, MI 48451

**ESTIMATE # 1164**  
**DATE 10/23/2023**

DATE	ACTIVITY	QTY	RATE	AMOUNT
03/20/2026	Sidewalks 1-2 Inches	1	580.00	580.00 x 15
03/20/2026	Sidewalks 2.1- 4 Inches	1	780.00	780.00
03/20/2026	Sidewalks 4.1-6 Inches	1	960.00	960.00
03/20/2026	Sidewalks 6.1 plus Inches	1	1,150.00	1,150.00
03/20/2026	Sidewalk Salt Per Salting	1	410.00	410.00 x 40
03/20/2026	Machine Machine and Dump truck hourly rate to move piles when needed	1	250.00	250.00

Broad St South side Linden hotel to church  
Broad St North side Sarendipity to Walmar St  
Bridge St west side Symphony care to dpw drive  
Bridge St east side hickory st to bridge over river  
Around the back and side of 100 building  
N/w of main to library drive  
Shoveled up to each of main st front doors  
Will be shoveled to roadside then plowed into designated pile areas.

SUBTOTAL	<del>4,130.00</del>
TAX	0.00
TOTAL	<del>\$4,130.00</del>
	<b>\$24,250.00</b>

Salt prices are as of now March 20 2026 could change as we get  
closer to next snow season

Accepted By

Accepted Date

BUDGET REPORT FOR CITY OF LINDEN

Calculations As of 06/30/2026

GL Number	Description	24-25 Activity	24-25 Requested	25-26 Activity	Original Budget	25-26 Requested	26-27 Requested
<b>Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY</b>							
<b>Account Category: Estimated Revenues</b>							
248-000-402.000	CURRENT REAL PROPERTY TAXES	188,176.09	180,000.00	223,836.47	190,000.00	190,000.00	205,000.00
248-000-654.000	GENERAL REVENUE	30.00	0.00	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST ON INVESTMENTS	7,700.84	2,500.00	4,575.55	3,000.00	3,000.00	4,000.00
248-000-675.000	DONATIONS & SPONSORSHIPS	150.00	0.00	20,000.00	0.00	0.00	0.00
	Estimated Revenues	196,056.93	182,500.00	248,412.02	193,000.00	193,000.00	209,000.00
<b>Account Category: Appropriations</b>							
248-000-703.012	DIRECTOR/COMMUNITY ENGAGE WAGES	0.00	0.00	13,459.02	17,252.00	17,252.00	18,800.00
248-000-706.000	GENERAL WAGES	10,748.45	25,000.00	660.65	0.00	0.00	0.00
248-000-715.000	PAYROLL TAXES	1,115.66	2,000.00	764.87	1,330.00	1,330.00	1,500.00
248-000-718.000	RETIREMENT EXPENSES	859.86	1,000.00	1,054.57	1,380.00	1,380.00	1,700.00
248-000-720.000	EMPLOYEE INSURANCE	1,800.10	2,500.00	4,674.22	1,500.00	1,500.00	4,800.00
248-000-721.000	WORKMANS COMPENSATION	14.26	500.00	11.01	500.00	500.00	200.00
248-000-817.000	CONSULTANTS FEES	0.00	2,500.00	0.00	2,500.00	2,500.00	1,500.00
248-000-881.003	EVENTS	16,517.82	15,000.00	26,457.99	27,658.00	27,658.00	32,700.00
248-000-881.009	MARKETING	4,947.70	2,500.00	1,425.74	8,800.00	8,800.00	10,500.00
248-000-956.000	GENERAL EXPENSES	33,876.90	11,968.00	26,119.16	9,958.00	9,958.00	26,000.00
248-000-959.000	GRANT EXPENSE-DOWNTOWN FACADE	0.00	0.00	5,000.00	10,000.00	10,000.00	10,000.00
248-000-974.003	CAPITAL PROJECT	0.00	100,000.00	102,309.27	100,000.00	100,000.00	90,000.00
248-000-991.000	PRINCIPAL PAYMENTS ON DEBT	5,952.48	11,847.00	0.00	0.00	0.00	0.00
248-000-993.000	INTEREST ON PAYMENT	46.73	140.00	0.00	0.00	0.00	0.00
248-000-995.101	ADMIN. FEES TO GENERAL FUND	7,545.00	7,545.00	0.00	12,122.00	12,122.00	11,300.00
	Appropriations	83,424.96	182,500.00	181,936.50	193,000.00	193,000.00	209,000.00
<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:</b>							
	TOTAL ESTIMATED REVENUES	196,056.93	182,500.00	248,412.02	193,000.00	193,000.00	209,000.00
	TOTAL APPROPRIATIONS	83,424.96	182,500.00	181,936.50	193,000.00	193,000.00	209,000.00
	NET OF REVENUES & APPROPRIATIONS:	112,631.97	0.00	66,475.52	0.00	0.00	0.00

# Sunset Corals Weekly Car Cruise Sponsorship 2026

## “Cruise-in at the fish store”

**Event Dates:** Thursday nights from 4:30pm – 8pm. May 14<sup>th</sup> – Oct 1st, 2026 (21 shows total, weather permitting)

**Location:** Sunset Corals 109 N. Bridge St. Linden, MI 48451. Parking lot and grass area behind store.

**Attendance:** 2025 we averaged 40 - 45 cars per night, along with spectators and families. This is a family friendly event.

**Event information:** Participants will have their cars on display for all to enjoy during the event. The events are free of charge for both participants and spectators. Each week a “cruiser of the week” trophy is awarded along with door prizes for the drivers.

**Contact info:** Greg Jones- [greg@sunsetcorals.com](mailto:greg@sunsetcorals.com) Store phone #: (810)458-6318 Facebook page: Sunset Corals Car Cruise

## Sponsorship Levels

**DJ Sponsor – \$2500** (Price includes all 21 shows)

- Name or logo on all flyers, signage, and Facebook posts
- Sign located on the DJ tent listing you as the sponsor each week
- Space for a 10'x10' tent or table each week
- DJ will announce business name multiple times per night
- DJ will play or read up to two ads for the business each night
- Opportunity to personally select the cruiser of the week trophy winner at two shows
- Recognition on Sunset Corals Car Cruise Facebook page as DJ Sponsor

**Gold Sponsor - \$1500** (Price includes all 21 shows)

- Name or logo on all flyers, signage, and Facebook posts
- Space for a 10'x10' tent or table each week
- Company Banner on display – you supply banner
- DJ will announce business name multiple times per night
- DJ will play or read one ad for the business each night
- Opportunity to personally select the cruiser of the week Trophy winner at one show

**Silver Sponsor - \$750** (Price includes all 21 shows)

- Logo on sponsor banner and event flyer
- Company Banner on display – you supply banner
- DJ will announce business name once during each event.
- Business tagged on Sunset Corals car cruise sponsor Facebook posts

**Bronze Sponsor - \$300** (Price includes all 21 shows)

- Name listed on sponsor banner and flyer
- DJ will announce business name once during each event.

**Giveaway Sponsor –** Door prizes to be given away at event.

- DJ will announce the business name when door prize is given away.

# Thinking Outside the Box: How Small Businesses Evolve, Remain Resilient, and Stand Out

THURSDAY, MAY 21ST AT 8 AM



KAREN STROUD

Co-Owner  
The Linden Hotel



DR. ERICA PEABODY

Founder & Chiropractor  
Café of LIFE Chiropractic  
Peabody Center for Well-Being



DAN CRANNIE

President  
Signs by Crannie, Inc.



HANNAH RIOPELLE

Moderator  
Owner, Green Light Innovation



JEREMY HARRISON

Mortgage Loan Advisor  
Honest Mortgage

Join us at LOOSE for this impactful panel of  
incredible local community-minded leaders!

707 N. Bridge St, Linden, MI 48451  
Coffee and Light Breakfast will be provided



Register!



## CASEY LAMBERT

Marketing Director  
*Dr. Wax Orthodontics*

**"Small Business  
Marketing  
Strategies"**



## GET THE MOST OUT OF CHAMBER MEMBERSHIP

Discover how to maximize your Chamber investment, build meaningful connections, and grow your business.

**TUESDAY, MAY 12, 2026**

**DOORS OPEN 8:15AM**

**PROGRAM 8:30-9:30AM**

**NETWORKING 9:30- 10:00 AM**

**SPRING MEADOWS**

**COUNTRY CLUB**

**1129 RIPLEY RD**

**LINDEN 48451**

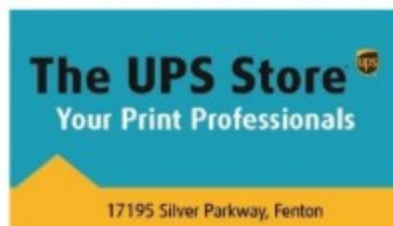
### WHAT YOU'LL GAIN

- Meet Chamber Board and Staff
- Discover programs, events, and member benefits
- Learn how to promote your business through the Chamber
- Hear how other members are getting involved
- Find opportunities to grow your network

### WHO SHOULD ATTEND

- New Members
- Current Members who want to get more involved
- Businesses considering joining the Chamber
- Staff or employees representing member businesses

**Event Sponsored by:**



**FREE  
Breakfast**