

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

Thursday, October 23, 2025

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 Vice Chairperson, Greg Jones. The meeting was held within the Linden Community Center, located at 105 Mill Street Linden, Michigan 48451.

ROLL CALL

Present: Michelle Robins, Brandon Raudebaugh, Marta Wright, Ryan McDonald, Denise Miller, Greg Jones

Absent: Tod Fisher, Keri Burns, Jeanine Sapelak

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

a. Excused Absent Member(s)

Tod Fisher, Keri Burns, Jeanine Sapelak

APPROVAL OF MINUTES

(A) Approve Minutes of the September 25, 2025 Regular Meeting

Motion by Miller, second by Wright to approve minutes of the September 25, 2025 Meeting. Motion carried 6-0.

CITIZENS' COMMENTS – Non-Agenda Items Only

Public Comment who represents American Legion discussing an option for businesses to come to a workshop to make organizations dementia friendly. Discussion among board members about the potential interest and information that was previously provided at the City Council meeting. Board members suggested to do a joint meeting with Grow Linden's schedule.

CORRESPONDENCE

None.

FINANCIAL REPORTS

(A) Check Register

(B) Revenue and Expenditure Report

Sweeney reviewed budget items to board members. There was a brief discussion with Robins and Sweeney regarding additional information for clarification.

Motion by Wright, second by Miller to approve the bills in the amount of \$ 102,029.62. Roll call. Motion carried 6-0.

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

Nays: None

Absent: Fisher, Sapelak, Burns

PUBLIC HEARING/PRESENTATION

(A) Informational Meeting - PA 57 of 2018

Jones reviewed the Informational Meeting Notice provided and opened the public hearing at 8:51 a.m.

Sweeney reviewed the presentation in detail.

There were no comments received by the public.

Jones closed the public hearing at 8:58 a.m.

Robins discussed the last chamber meeting and was inquiring to do an event in Linden and requested more social media posts for businesses.

UNFINISHED BUSINESS

None

NEW BUSINESS

(A) Small Business Saturday – November 29, 2025

Sweeney reviewed Small Business Saturday memo with Board members. Brief Discussion among board members and Sweeney.

Motion by Wright, second by Miller to approve the funding of up to \$ 200.00 for small business Saturday. Roll call. Motion carried 6-0.

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

Nays: None

Absent: Burns, Fisher, Sapelak

(B) American Legion's Annual Veteran's Dinner Event – November 7, 2025

Sweeney reviewed with Board Members the previous donations provided to the Annual Veterans Dinner.

Public comment from American Legion representative explaining the use of the donation amount to provide gifts to each veteran and raffle prizes. Discussion among board members regarding the number of veterans and guests that come to the event.

Motion by Miller, second by MacDonald to approve the donation for American Legion's 2025 Annual Veterans Dinner Event for \$ 500.00. Roll call. Motion carried 6-0.

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

Nays: None

Absent: Burns, Fisher, Sapelak

COMMUNITY ENGAGEMENT REPORT

Sweeney discussed the following items:

- MTA Trolley
- Houndstooth & Harleyquinn Ribbon Cutting
- Dementia Friendly opportunity with Grow Linden meeting
- Ed Koledo resigning
- Holiday Happening

MANAGER'S REPORT

Sweeney provided a verbal update on the following items:

- Parking lot closure
- Mill Ground Breaking Ceremony

BOARD MEMBER COMMENTS

Miller is concerned about parking options and people with walking issues attempting to get to businesses. Sweeney explained that she does send emails to businesses about the parking options available and that parking was discussed with Chief of Police last meeting.

Miller inquired about the vacant building. Sweeney clarified.

Jones inquired about crosswalk blinkers for pedestrians; Happening in Linden's Zombies, Scarecrows, and Monsters being a successful weekend; car show and trunk or treat coming up.

ADJOURNMENT

Jones shared the date and time of the next meeting is Thursday, November 20, 2025 at 8:30 a.m. The meeting was adjourned by Vice Chairperson Jones at 9:34 a.m.

Respectfully submitted,

Nicole Weissenborn, Deputy Clerk

Approved: _____