

**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

Abstain: 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: _____