



St. Johns Principal Shopping District and Downtown Development Authority
100 E. State, PO Box 477 – St. Johns, MI – 48879 (989) 224-8944 ext. 233 www.DowntownStJohnsMI.com

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2025- 2026**

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COMMITTEES

Design
Tyler Barlage-Chair
Lori Wurm
Lara Boettiger
Brandi Martinez

Events
Tracy Kossaras-Chair
Corinne Trimbach-Chair
Nancy McKinley
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Jason Butler
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Corinne Trimbach

Marketing
Emily Baudoux-Chair
Erika Hayes
Vicki Schaffer

CONTACT INFO
Executive Director
Heather Hanover
989-224-8944 Ext 233

**Meeting Minutes
Principal Shopping District
Feb 4, 2026**

11:30 am, At Fire Hall

Members Present: Nancy McKinley, Tracy Kossaras, Corinne Trimbach, Monica Ladiski, Bruce Delong, Erika Hayes, Ed Brandon and Jason Butler.

Others Present: Heather Hanover

1. **Meeting was called to Order by Chair Ladiski at 11:30 am**
2. **Additions to the Agenda:** None, motion to approve the agenda as presented by Bruce Delong, seconded by Jason Butler, motion carried.
3. **Public Comment:** None.
4. **Motion to Approve the Consent Agenda made by Erika Hayes, seconded by Jason Butler motion carried.**
 - A. Minutes of meeting dated Jan 7, 2026
 - B. Minutes of the Executive, Marketing/ Events Committee Meetings
 - C. City of St Johns monthly financial report through Jan 28,2026
 - D. Director's Report

5. Communications

A. Events Committee: Chair Kossaras said that at the last meeting the committee discussed next years budget. There was also discussion on the PSD versus nonPSD events and the grant process. The group is considering a Cozy Crawl for next year and a St Patrick's Day Bus event for this year. Jason announced that it probably won't work out because of the cost of the buses and the logistics. We will discuss this more at the Event/Marketing Meeting and possibly come up with a different event for St Patrick's Day. We also talked about the Thursday Markets for the Summer and Homecoming is September 25th.

B. Marketing Committee: Heather said the Marketing Committee also discussed their budget. They will be doing the holiday commercial program again next year and the new website marketing will be costing more this year.

C. Executive Committee : The items discussed at the meeting are all on the agenda.

D. City Update: none.

6. Old Business

A. Event List for 2026: Monica and Heather attended the Chamber meeting to talk about how co-events would work out and who should take the lead on events like the Spring Fling. There was much discussion on insurance and liability. Also how do we objectively and financially support events. When should we pay for bathrooms, trash, advertising and other expenses. After much discussion it was decided that we need to meet with our insurance provider to see how we are covered and any group that we partner with is covered. Heather will talk to the city about setting up a meeting and she will let the Chamber know our concerns and where we are at currently with the Spring Fling.

B. Partnership Agreement and Application will be put on hold until we talk with the insurance provider

C. Shared Retail space: We have had about 40 people interested in the space but only 8 actual applications have come in by the deadline. The real-estate company is still willing to rent the space . We are working with the rebranding of the Senior Center and can work with them and not pay rent. Motion by Bruce Delong, seconded by Corinne Trimbach to, discontinue the rental space lease as soon as possible, motion carried. We can continue to work on the concept at the senior center.



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7. New Business:

A. The PSD Budget for 2026-2027 was presented and discussed. Motion to approve by Erika Hayes, seconded by Jason Butler, motion carried.

B. The Michigan Downtown Association Spring meeting is March 4th in East Lansing. Monica, Jason and Heather are interested in going. We have budgeted for 3 attendees. We will move the March board meeting to March 11th.

Motion to adjourned made by Bruce Delong at 12:44 pm, seconded by Erika Hayes, motion carried.



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CONTACT INFO

Executive Director
Heather Hanover
989-224-8944 Ext 233

Meeting Minutes
Downtown Development Authority
Feb 4 ,2026
Immediately following the PSD Meeting

Members Present: Nancy McKinley, Tracy Kossaras, Corinne Trimbach, Monica Ladiski, Bruce Delong, Erika Hayes, Ed Brandon and Jason Butler.

Others Present: Heather Hanover

1. **Meeting was called to Order by Chair Ladiski at 12:44 pm.**
2. **Additions to the Agenda:** None, motion to approve the agenda as presented made by Bruce Delong, seconded by Jason Butler, motion carried.
3. **Motion to Approve the Consent Agenda** as presented, made by Bruce Delong, seconded by Jason Butler, motion carried.
 - A. Minutes of meeting Jan 7,2026
 - B. Minutes of the Design Committee Meeting
 - C. City of St Johns monthly financial report as of Jan 27,2026
4. **Communications**
 - A. Design Committee also discussed their budget at their last meeting. They are getting more snow flakes and a cross-street light up snow flake banner for next year. They are also going to focus more on a permanent decoration for the holiday pots.
5. **Old Business**
 - A. None.
6. **New Business**
 - A. DDA Budget was discussed, there were questions on the administration fees. There was talk of checking with other places for accounting services. Motion to approve the budget as presented by Erika Hayes, seconded by Corinne Trimbach, motion carried.
7. **Public Comment**

Heather said we still need to approve a CIP plan to present to the commission. We will discuss it at the next Executive Meeting.

Motion by Ed Brandon to adjourn at 12:54 pm, seconded by Jason Butler, motion carried.