



**CITY OF JONESVILLE
DOWNTOWN DEVELOPMENT AUTHORITY AGENDA
SEPTEMBER 13, 2022, 8:30 A.M.
JONESVILLE POLICE DEPARTMENT, 116 W. CHICAGO STREET**

DDA Project Priorities:

1. Klein Tool Building Redevelopment
2. Streetscape Reconstruction
3. South Parking Lot

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
2. **APPROVAL OF AGENDA** **[Action Item]**
3. **APPROVAL OF MINUTES**
 - A. June 14, 2022 Regular Meeting
 - B. September 7, 2022 Special Meeting (will be available at the meeting)
4. **PUBLIC COMMENT**
5. **NEW BUSINESS**
 - A. Christmas in Jonesville **[Action Item]**
 - B. Project Update – Chicago Street Road Diet, TAP Grant Application, and Streetscape Design **[Action Item]**
6. **OTHER BUSINESS**
7. **ADJOURNMENT**– Next Scheduled Meeting: Tuesday, November 8, 2022 8:30 a.m.

**Jonesville Downtown Development Authority
Special Meeting
Minutes of June 14, 2022**

Present: Don Toffolo, Gerry Arno, Chris Fast, Anthony Smith, and Joe Ruden.

Absent: Gale Fix, Mary Ellen Sattler, Penny Sarles and Abe Graves.

Also Present: Jeff Gray, Jeff Wingard, Julie Kroll and Rick Stout (Remote).

Chairman Don Toffolo called the meeting at the Jonesville Police Department, 116 W. Chicago Street, Jonesville, MI to order at 8:06 a.m.

Gerry Arno made a motion and was supported by Joe Ruden to approve the agenda as presented. All in favor. Absent: Gale Fix, Mary Ellen Sattler, Penny Sarles and Abe Graves. Motion carried.

A project update was provided to the DDA by the project engineers and designers at Fleis and Vandenbrink on the status of the Chicago Street/US-12 Road Diet study, the TAP Grant Application and related design improvements for the Streetscape Project. Jeff Wingard, Julie Kroll and Rick South (Remote) were all present for the presentation. The Road Diet data and the TAP Grant application are both due to be submitted to the Michigan Department of Transportation (MDOT) during the month of June. The Project Designer advised of action and feedback that is required from the DDA to meet the deadlines.

A motion was made by Joe Ruden and supported by Anthony Smith to support the finalization of the Road Diet Study for US-12/Chicago Street and exploration of the feasibility of a roundabout at the Olds Street intersection. All in favor. Absent: Gale Fix, Mary Ellen Sattler, Penny Sarles and Abe Graves. Motion carried.

Manager Gray provided an update regarding 118 Maumee Street.

The next scheduled DDA Meeting is Tuesday, July 12, 2022 at 8:30 a.m.

A motion was made by Gerry Arno and supported by Anthony Smith to adjourn the meeting at 9:21 a.m. All in favor. Absent: Chris Fast, Mary Ellen Sattler, Penny Sarles and Abe Graves. Motion carried.

Submitted by,

Cynthia D. Means
Clerk



To: Jonesville DDA Board
From: Jeffrey M. Gray, City Manager 
Date: September 9, 2022
Re: Manager Report and Recommendations – September 13, 2022 DDA Meeting

DDA Project Priorities:

1. Klein Tool Building Redevelopment
2. Streetscape Reconstruction
3. South Parking Lot

5. A. Christmas in Jonesville

[Action]

This item is reserved for discussion of the Christmas in Jonesville event, scheduled for Friday, December 2nd. The DDA has previously sponsored Santa and Mrs. Claus, the tree lighting, and horse-drawn wagon rides in Carl Fast Park. Notes from last year's event are attached. Jim Pope will be in attendance to discuss coordination with the Jonesville Business Association on the various Downtown activities that will take place that evening. *Please refer to the attached meeting notes.*

**5. B. Project Update – Chicago Street Road Diet, TAP Grant Application,
and Streetscape Design**

[Action]

This item is reserved for an update by our project engineers and designers at Fleis and Vandenbrink on the status of the Chicago Street/US-12 Road Diet study, the TAP Grant application and related design improvements for the Streetscape project. The Michigan Department of Transportation (MDOT) has provided initial feedback on the Road Diet Study and TAP grant. Application materials are due to be submitted to MDOT in October. Along with the update, it would be appropriate for the DDA to be prepared to discuss opportunities and challenges with the streetscape improvements to give the designer some guidance on desired improvements for the new design. *Please refer to the attached drawings of the proposed Jerry Russell Trail crossing and intersection improvements at the Middle School.*

Christmas in Jonesville – 2021

Notes

Park Events:

- Santa and Mrs. Claus left Wright Street Park at 5:30 p.m. by horse-drawn wagon, arrived at about 5:35 p.m. to light the tree
 - **Need more fanfare when Santa arrives. Difficult to know that the wagon was at US-12**
 - Use music – Sauk Carolers and invite the High School Band, coordinate music (Santa Claus is Coming to Town?), drumroll? Song when tree lit (We wish you a Merry Christmas? Oh Christmas Tree?)
 - Police Department? – Lights to help make it apparent
- Santa saw just under 100 kids (98 approximately)
 - Santa saw his last visitor at 7:10 p.m.
 - Cindy Means provided gift bags for each kid
 - Coupons were stapled for a free cookie from the bakery and a free hot chocolate from Jilly Beans
 - Bakery and Jilly Beans each reported around 75 coupons redeemed.
- Sauk Carolers sang from 5:30 p.m. until 6:15 p.m.
 - Without a spot in the pavilion, they were a little unclear of their role.
 - Provide a location, or encourage travelling caroling
- No band or carolers in the pavilion helped Santa to hear better
 - Invite band back – music is good addition and attracts band families Downtown
 - Tent? To keep them out of the elements.
- Horse drawn wagon rides went well
 - Advertised rides from 5:30 to 7:30
 - Two wagon teams was definitely the way to go, kept the line moving when the crowd was large
 - Total ride time from the park, up Wright Street and back was about 10 minutes
 - Rides wrapped up at 7:10 p.m. (the same time that Santa was done)
 - **Next year: advertise Santa and rides until 7:00, schedule both to work until 7:30.** Works well to encourage the park event to close while businesses are still open
- Crowd seemed to move well at the park then head Downtown
 - Moving the hot chocolate to Downtown seemed to help this
 - Generally, people visited Santa and/or took a wagon ride, then headed out of the park
 - Crowd seemed to be at its highest just after the tree lighting, then steadily dispersed
- Williams Elementary First Graders decorated the small trees Downtown
 - Don Toffolo coordinated

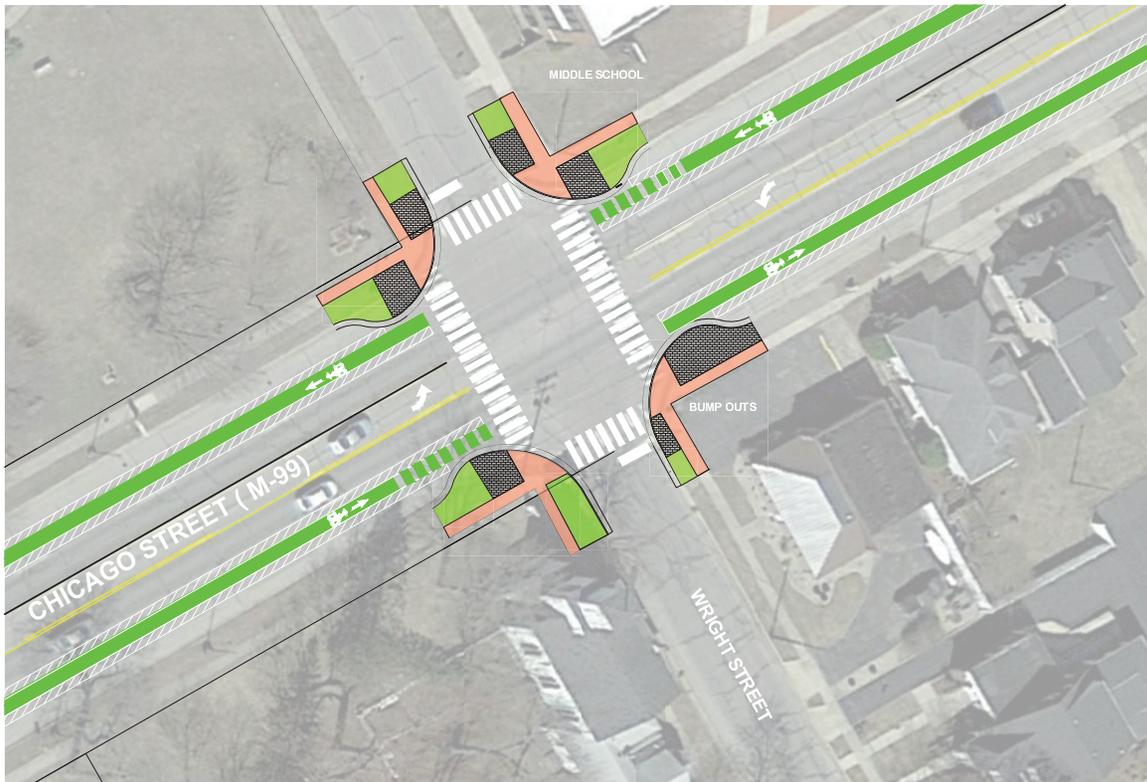
Costs:

- Santa - \$100, Scheduled for 5:30 pickup in the park until 7:30
- Wagon Rides - \$500 total (\$250 each team) 5:30 leave the park until 7:30



CHICAGO ST. CROSSING (M-99)
JERRY RUSSELL TRAIL
 JONESVILLE, MI HILLSDALE COUNTY
OPTION A - CONCEPTUAL
MID-BLOCK CROSSING PLAN





**CHICAGO ST. CROSSING (M-99)
WRIGHT STREET INTERSECTION**

JONESVILLE, MI HILLSDALE COUNTY

CONCEPTUAL PLAN

SEP 11 2022

DRAWN



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