

**Manistee DDA Design Committee**  
**March 21, 2019**  
**Meeting Minutes**  
**Chamber of Commerce**

**1. Call to Order**

Meeting was called to order at 8:07am by Chair Barry Lind

Present: Lind, Shari Wild, Jeff Mikula, Janet Duchon

Absent: Jeff Reau, Kyle Mosher, Jacob Bergmann

Also Present: Tom Kaminski, Dennis terHorst

**2. Approval of Agenda**

Motion by Duchon, support by Mikula to approve agenda as presented. M/C

**3. Approval of Minutes**

Motion by Duchon, support by derHorst to approve the meeting minutes from February 28, 2019.  
M/C

**4. Public Comment: None**

**5. Reviewed status of 2018 projects**

- **Parking Signage** – Committee was informed that the DDA Board did not take action on the request to allocate additional funding for this project as they ran out of time in their meeting to accomplish this agenda item.

- **MSU Project** – Updated the Committee that the DDA Board approved a grant application to accomplish some items recommended by this report. Lissette Reyes is preparing and submitting the grant application on behalf of the DDA/City.

- **Downtown Garbage** – Updated the Committee that the DDA Board approved funding up to \$80,000 for the construction of garbage corrals.

- **Facade Grants** – No activity

**6. Reviewed status of other committee projects**

- **Landscaping Contract** – Mikula presented a draft contract for 2019 Landscaping and Flower Watering.

Motion by Duchon, support by Lind to submit the proposed contract to the DDA Board for approval.

M/C

- **Blight** – Wild updated the committee on the recent HDC meeting. The Historic District Commission at their last meeting denied extending the HDC Permits on the Gordon/Rozmarek buildings. With this information the committee discussed revising the list of “Blighted” properties in the district to include these properties and finally submit a letter to the City requesting “Blight enforcement.”

**7. Old Business**

**- Flowers/Watering/150th Banners**

Lind updated the committee that the DDA Board approved the committee's recommendation to procure 39 banners for this summer. The committee also requested that Kaminski notify Charles Owens that the DDA would be terminating the flower watering contract for this summer with the intention of moving to utilizing DPW for that service.

**- 2019 Projects**

The committee recommends that the DDA Board allocate funds (in approximately the following amounts) in the upcoming budget for the following projects under the oversight of the Design Committee:

- 1) Paver Leveling - \$20,000
- 2) Purchase the "Art Park" - \$50,000
- 3) Painting of the Trash Cans and Flower Planters within the district - \$2,500
- 4) Create a Capital Improvement Plan for the Riverwalk – \$5,000
- 5) Move the "American Cleaners" Project forward - \$30,000

The committee also recommends keeping the Facade Grant program at the current funding level - \$10,000

**8. New Business**

**- New Committee Member**

Motion by Lind, support by Duchon to recommend the DDA Chair appoint Dennis terHorst to the committee.

M/C

**9.** There being no further business to conduct, the meeting was adjourned at the call of the Chair at 9:40 am.

**10.** Next meeting Thursday, April 18th, 8:00 am at the Chamber