

Manistee DDA Design Committee
April 18, 2019
Meeting Minutes
Chamber of Commerce

1. Call to Order

Meeting was called to order at 8:05am by Chair Barry Lind

Present: Lind, Shari Wild, Jeff Mikula (8:30), Dennis terHorst

Absent: Jeff Reau, Kyle Mosher, Janet Duchon, Stacy Bytwork

Also Present: Tom Kaminski

2. Approval of Agenda

Motion by terHorst, support by Wild to approve agenda as amended. M/C

3. Approval of Minutes

Motion by Wild, support by terHorst to approve the meeting minutes from March 21, 2019. M/C

4. Public Comment: None

5. Reviewed status of FY 2018/19 projects

- **Parking Signage** – The committee is hopeful that this project can be completed by summer. Have requested a sample and signage map to insure that the sign size works and that all locations are covered.

- **MSU Project** – Lissette Reyes has submitted a grant application on behalf of the DDA/City to implement some of the recommendations from the final report.

- **Downtown Garbage** – Mikula gave an update on how this project (Garbage corals and associated changes) is moving forward within DPW/City – It is moving forward.

- **Facade Grants** – Discussed the fact that there are dollars remaining for the current year, and if any additional promotion of the program would be warranted. Consensus was not to do anything for the time being until the DDA Director position is permanently filled.

6. Reviewed status of other committee projects

- **Landscaping Contract** – Informed the Committee that the Contract was approved by the full board. Then discussed the current state of TIF renewal and how the Landscaping contract fits into the overall picture of fees allocated to the City for services.

- **Blight** – Wild will be drafting a letter to the city on DDA blight concerns.

7. Old Business

- 150th Banners

Lind updated the committee that work is being done by the Historical Museum and Right Side Design Group on the banner designs with a plan to create a full size example banner for review before submitting the project to bids.

- FY 2019/20 Projects

The committee was updated on the fact that the full board has included all of the requested projects for the next fiscal year into their draft budget. Each item was reviewed.

- 1) Paver Leveling - \$20,000
- 2) Purchase the "Art Park" - \$50,000
- 3) Painting of the Trash Cans and Flower Planters within the district - \$3,400
- 4) Create a Capital Improvement Plan for the Riverwalk – \$5,000
- 5) Move the "American Cleaners" Project forward - \$28,000
- 6) Facade Grant program - \$10,000

- Adopted Flower Beds

Mikula updated the committee that water is available either at or near each of the flower beds. Lind will work to schedule the first walkthrough with DPW under the landscaping contract for the year, and we will identify those water locations at that time.

8. New Business

- Meeting Time Change

There was a request to adjust the meeting time from 8:00 to 8:30 going forward, after discussion the consensus was to adopt the new time starting with the May meeting.

9. There being no further business to conduct, the meeting was adjourned at the call of the Chair at 9:25 am.

10. Next meeting Thursday, May 16th, 8:0 am at the Chamber