

Manistee DDA Design Committee
July 25, 2019 @ 8:30am
Meeting Minutes
Chamber of Commerce

1. Call to order

Meeting was called to order at 8:35 am by Chair Barry Lind

Present: Barry Lind, Kyle Mosher, Shari Wild, Stacie Bytwork, Dennis TerHorst, Janet Duchon,
Jeff Mikula

Absent: Jeff Reau,

Also, Present: Caitlyn M Berard

2. Approval of Agenda

Motion by Mosher, support by Wild to approve agenda as presented. M/C

3. Approve minutes from June

Motion by Mosher, support by Wild to approve agenda with spelling corrected. M/C

4. Public comment: None

5. Projects Update

a. 2018-19 Parking Signage

Lind explains the Signage Map PowerPoint as presented. Looking for changes and comments. Discussion on signage, direction, poles and decorative nature.

Motion by Mosher to purchase signage, support by Duchon, Mikula discussion- requests additional signage is purchased for replacement pieces when damaged

i. Review Signage Map

Lind leaves Mosher to carry on meeting at 9:01 am

b. 2018-19 MSU Project

Discussed the carrels and funding availability

c. 2018-19 Downtown Garbage

Mikula and Berard have a meeting scheduled to discuss RFP

d. 2018-19 Facade Grants

No additional word from MEDC on funds available. Due to additional information provided, the Manistee DDA will be contacted when the funding becomes open again.

e. 2019-20 Art Park

Berard met with the City Attorney to discuss Project Bloom and is requesting a closed session with the Manistee DDA to present the letter indicating interest in purchase and offer.

f. 2019-20 American Cleaners

Skip

g. 2019-20 Garbage Can/Planter Painting

Mikula and Berard have a meeting scheduled to discuss RFP.

h. 2019-20 Riverwalk Capital Plan

Bytwork recommends Berard reached out to Linda H, Manistee Community Foundation for participation in discussion.

i. 2019-20 Streetscape Repairs (Paver/Sidewalk Leveling)

Mikula explains the process of repairs. Mikula and Berard have a meeting scheduled to discuss RFP.

6. Other Committee Project Updates

a. Landscaping/Maintenance

i. June Walkthrough Update

Mosher discusses thoughts from June's walk through. Basics are not being met for care. Mikula will meet with lead in charge of the area to discuss comments.

ii. Schedule Next Walkthrough

No follow up walkthrough scheduled

b. Blight Concerns

Manistee DDA received letter for 285 River Street. Berard has 7 days to respond with plan of action letter. Discussion includes DDA sharing tools with future tickets, fines and memos to DDA building owners.

Bytwork leaves at 9:30 am

c. 150th Anniversary Banners

Discussed anniversary banners to come down when Christmas decorations are put up.

d. Flower Baskets

Discussed having summer flowers replaced with fall flowers or mums during the Fall months at the River Street intersections.

e. Riverwalk Planters

Skip

f. Downtown Bike Racks

Mikula shares an update on local businesses hosting their own bike racks. The City is also operating 25 green bike racks, around the City, on their own.

7. New Business

Mikula shares that he was invited and spoke at this month's River Street Merchants meeting. He encourages DDA board members to continue sharing information and presenting projects to the public.

8. Public Comment: None

9. Next Meeting Thursday August 15, 8:30am @ Chamber

10. Adjournment: Motion by Duchon at 9:53 pm