

**Manistee DDA Design Committee**  
**August 15, 2019**  
**Meeting Minutes**  
**Chamber of Commerce**

**1. Call to Order**

Meeting was called to order at 8:33am by Chair Barry Lind

Present: Lind, Kyle Mosher, Janet Duchon, Jeff Mikula, Dennis terHorst, Stacy Bytwork, Shari Wild, Jeff Reau

Absent: none

Also Present: Caitlyn Berard, Laura Heintzelman, Sam Coram

**2. Approval of Agenda**

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

**3. Approval of Minutes**

Motion by Mosher, support by Duchon to approve the meeting minutes from July 25, 2019. M/C

**4. Public Comment: None**

**5. Elks Facade Grant Request**

After discussion with Sam Coram representing the Elks, motion by Mosher, support by Wild to recommend to the DDA Board a facade grant to the Elks in the amount of \$10,000 with an additional \$5,000 (i.e. \$15,000 total with 50% match) being contingent upon receiving additional funding from MEDC or others for the facade grant program. M/C

**6. Public Comment: None**

**7. Reviewed status of projects**

**a – 2018-19 Parking Signage** – Mikula updated the committee on the progress of procuring and installing the signs. The signs are on order and staff has reviewed the signage plan and feels they will be able to accommodate the desired sign locations.

**b – 2018-19 MSU Project** – No further action on this project for the time being, it will be removed from future agendas.

**c – 2018-19 Downtown Refuse** – No significant progress in the last month.

**d – 2018-19 Facade Grants** – MEDC has a meeting scheduled for September and Manistee has been invited to attend.

**e – 2019-20 Project Bloom** – Motion by Mikula, support by Bytwork to request a Community Foundation mini grant of \$5,000 to perform a Conceptual Design for the DDA owned parking lot on the river to conceptualize future uses other than a parking lot. M/C

**f – 2019-20 American Cleaners** – Discussed the original goals of the DDA in purchasing the property, namely to be able to control the future development for the property to enhance (and

make more effective) the downtown gateway of US31/River St, and to ensure that the aesthetic of any future development at this gateway fits with the character of the overall DDA district.

Due to time and another group needing to use the room the meeting was ended without completing the rest of the agenda at 10:00am.

- 8.** Next meeting Thursday, September 19th, 8:30 am at the Chamber