

**Manistee DDA Design Committee
October 18, 2018
Meeting Minutes
Chamber of Commerce**

1. **Call to order - Chair**
Meeting was called to order at 8:10 am by Barry Lind
Present: Lind, Janet Duchon, Jeff Reau, Shari Wild
Absent: Colleen Kenny, Jeff Mikula
Excused: Kyle Mosher, Stacie Bytwork
2. **Approval of Agenda**
Motion by Reau, support by Duchon to approve agenda as presented. M/C
3. **Approval of Minutes**
Motion by Duchon, support by Reau to approve the meeting minutes from January, March, May, June and August. M/C
4. **Public Comment: None**
5. **Projects Update**
 - a. **Parking Signage**
Lind to check with Brandon at Right Side Design as he had done prototypes, and also check with Tom Amor on previous designs. There was a suggestion to remove the 2 hour parking signs on River Street and use that space for the new parking signs.
 - b. **MSU Project**
Leppanen had been working on obtaining cost estimates for projects that were identified, project currently on hold.
 - c. **Downtown Garbage**
Continuing discussions with City.
 - d. **Blight Concerns**
Reviewed the list of buildings that had been identified earlier this year as being in “poor” condition. “Poor” is described as the building being in disrepair. Initially these five parcels were prioritized. There are many more parcels that would be considered “poor”, some which may be in even worse condition than the ones below. This list was chosen based on overall impact to the Downtown District:
 1. Filling station on corner of US31 & River St.

2. **River Street Station @ 350 River Street**
3. **Jackpine Building @ 355 River Street**
4. **Boathouse @ 440 River Street**
5. **Vacant building @ 319 & 321 River Street**

Lind will send a letter to the City Manager and the Police Chief requesting enforcement of the provisions stated in Chapter 650 of the Anti-Blight Ordinance. A copy of this letter is also to be sent to the City Council.

The blighted parcels at 347 and 411 Street were also a main concern, however, at the September 6, 2018 meeting the HDC approved permit extension requests on these two parcels. These extension requests are for a six month period.

- e. **Landscaping Contract**
No signed contract was ever received from Mikula.
 - f. **Maintenance Schedule for Public Restrooms**
Wild to get information and report back.
6. **Adjournment**
Meeting adjourned at 9:37 am
 7. **Next meeting Thursday, November 15th, 8:00 am at Chamber**