

Manchester Downtown Development Authority
March 17, 2009
Approved Minutes

Members Present: Karl Racenis, Alan Dyer, Pat Vaillencourt, Ray Berg, Jody Flowers, and Karen Hinkley

Motion to approve agenda as amended adding Item #3 to old business: Bergmann Invoice

Approval of February 17, 2009 minutes adding Jody Flowers to those present. Motion by Flowers, 2nd by Berg. All in Favor.

Public participation – none

Old Business:

Review of Street lighting – Berg reported that he aware a workshop presented by, Illuminart, a company that does street lighting design. They have provided him a copy of their 66 page presentation. They have offered to speak with us to advise us what they can do with energy efficient, dark sky lighting. Berg also reported that he found an article about Lumecom, the company that tested LED lighting on Main Street in AA. Public comments were 36 out of 38 were positive, 1 felt it gave a tunnel effect and 1 was negative in general about AA. Different types are available for warmth and intensity. Costs are coming down but are still higher. A company called Antique Street Lamps design adjustable down-lighting with the acorn design that maintains the dark sky and slightly illuminates the top of the acorn. Vaillencourt noted that AA did a special assessment to pay for the LED lights. Racenis is concerned that LED is still static sensitive and what is the protection during a power surge.

Racenis stated that originally MDOT linked us with Consumers but did not mandate us using them. We do have to use an MDOT approved vendor. He has spoken with a private company out of Grand Rapids, Robert Shaeffer. We need to understand the perimeters of buying, leasing or owning and contracting for maintenance. Vaillencourt suggested that we have Antique Street Lamps and Lumecom do presentations. Racenis stated that it is unlikely that we would be able to hire a design company.

Downtown Planning & Marketing- Racenis reviewed the time frame for the Downtown Enhancement to take place; we have an opportunity to use the time for the marketing and planning study that was in our original DDA plan. Racenis had no luck contact MSHDA. Berg found that the Blue Prints program hot lines are taken away and all links are dead. There appears to be nothing happening in 2009. He emailed the Washtenaw County contact that referred him to someone else in the STARS program and has not received a response. He will continue to follow up and try to find out if anything may happen in 2010. Cool Cities stopped updating the web page in 2007 and appears to be dead. A Downtown Market Analysis Group cannot be contacted. Vaillencourt suggested we contact AA Spark, Michael Finney. Racenis reported that Fielder also suggested that we contact AA Spark. Berg will contact AA Spark to try to arrange a meeting either in Manchester or AA.

Bergmann Invoice – Racenis reported that he read the bylaws and found that payments over \$5,000 we should create a RFP unless deemed inappropriate by vote. To date, we

have not followed our procedures, we have followed those of the Village. Our options are to just let the Village deal with it and then we vote to reimburse them. Since this contract is over \$20,000 we are required to follow two public acts. Vaillencourt suggested that we understand the bylaw requirement prior to making a decision. This item tabled until next month.

New Business:

Michigan Downtown Association – Racenis reported that there will be a Spring Conference on April 3rd in Chelsea from 8:30-2:30. Berg, Vaillencourt, Hinkley, Dyer and Racenis will attend. Racenis asked if we want to join for \$100 per year and get a reduced conference fee from \$50 to \$35. Vaillencourt motioned to join, Berg support, roll call vote, 6 ayes. We need to email Racenis by March 23 to confirm attending and he will submit the application and a check.

Racenis questioned whose terms expire this year and will contact Julie Schaible.

Dyer questioned whether we have any plans or goals for a marketing plan. He felt we should have an idea what we want to achieve prior to asking for help. Racenis explained how the Blue Prints Program functioned. Discussion on how we should proceed to better understand what we expect for our future.

Motion to adjourn at 8:30 by Flowers, support by Berg, all in favor.