

MANCHESTER DOWNTOWN DEVELOPMENT AUTHORITY

January 22, 2014

7:30 PM

Approved Minutes

The meeting was called to order at 7:30.

Members in attendance: Ray Berg, Aaron LaRock, Julie Marvin-Manders, Ron Milkey, Karl Racenis and Russell Rhoton, and Pat Vaillencourt. Susan Fielder arrived at 7:35. Jody Flowers was absent.

Approval of Agenda: Community assistance for economic development agenda item removed. Other items on the agenda were approved.

Approval of Minutes: Racenis moved, Berg seconded the motion to approve the minutes. LaRock, Milkey, Vaillencourt, and Rhoton abstained. Motion carried.

Public Participation: Amanda Ensign, Terry Ensign, Francisca Fernandez, and Kevin Reily were in attendance. DDA members expressed appreciation for their participation.

New Members: Ron Milkey and Aaron LaRock were welcomed to the DDA Board. Board members introduced themselves to public attendees.

Old Business

- 1) Waterfront Development Master Plan – Berg
 - JJR, Neil Billetdeaux local representative
 - Designed Dexter waterfront after dam removal
 - preparing recommendations to present at public forum 2/6
 - Funded by \$28K village expenditure

- 2) Shared Use trail – Berg, Fielder
 - Design Committee met with Stantec Engineering
 - Stantec provided scaled drawing of area and profile survey including elevations. Discussion focused on Union and Washington Streets access to DPW yard, benches and observation decks.

- Committee members met with River Ridge Association who expressed support and preference for no barrier at east end of trail. A posted sign indicating private property is recommended. Residents plan to use the trail.
- Committee members met with Fr. Tim Krzyzaniak of St. Mary's regarding 170 foot path to connect walking trail to Madison Street. Fr. Tim expressed enthusiasm, and recommended meeting with the Arch Diocese.
- Committee members to meet with Deutsch Grat Subdivision on west end of trail.
- County committed financial resources to connect west end of trail to Leonard Preserve, connector may include boardwalk over low/wet areas. Verbal Agreement: Bikers can walk bikes to the parking area, but bikes are not permitted in the preserve.
- Friends of Manchester Trail are preparing an IRS 501 C3 to raise revenue to maintain the trail.
- Discussion regarding the asphalt surface for the trail east and west of M 52.
Additional revenue will be needed.
- Kiwanis donating \$4K for benches and observation decks. Committee members are volunteering at March 1st event.
- Committee members reviewed detailed drawing, prepared list of questions/clarifications for next meeting with Stantec representatives.

New Business

Inventory of vacant and available commercial spaces – Berg

- Berg recommends DDA partner with Chamber
- Improve and update Chamber Website: photographs, square footage, lease/sale, etc. Provide one-stop shopping.
- Previous document distributed to members, needs to be updated
- Labor intensive, Berg and Racenis to begin work to update
- Suggested DDA examine effectiveness of current open business hours
- Advertise and survey attendees at Business Expo, Farmers Market, Library, etc.

- Create Facebook page – Aaron LaRock to initiate effort
- Identify local Facebook pages and web sites – Racenis will send to members
- Suggest listing electronic information/contacts at the bottom of water bills.

Business Kiosk at M52 and Main Street Seating Area – Vaillencourt

- Vaillencourt shared photographs of other community kiosks
- Preference expressed for three sided example in Gatlinburg
- Next Steps: Vaillencourt will explore vendor samples and costs

Update 30 Year Downtown Development Planning – Racenis

- Racenis noted current 30 Year Plan was developed in 2005
- State of Michigan economics postponed Downtown Enhancement Project completed in 2012 instead of 2008
- DDA members should read and be prepared to discuss revisions at next meeting
- http://www.dda-manchester.org/about/DDA_Plan/plan.html

DDA revenue

- Estimates of increased TIF revenue expected to be minimal for next four years
- DDA Board charged with finding promotional activities on limited budget
- Membership in Michigan Downtown Association dues (\$100)
- Vaillencourt moved to pay the invoice, as it is listed in approved budget

Seconded by Rhoton

- Roll call vote: Vaillencourt- yes, Rhoton – yes, Berg – yes, Fielder, yes, LaRock – yes, Marvin-Manders – yes, Milkey – yes, Racenis - yes
- Motion carried

Reports:

Chairman: Meeting schedule: After discussion, Fielder moved that DDA would meet monthly, particularly in coming months when agenda items appear to be abundant, and

cancel as needed in months with fewer discussion topics. Vaillencourt seconded.
Motion carried.

Next meeting: February 26th

Adjournment: Moved by Racenis, seconded by Rhoton. Meeting adjourned at 9:25

Respectfully submitted,

Susan Fielder, Int. Secretary and Treasurer