

**Manchester Downtown Development**  
**April 17, 2019**  
**Approved Minutes**

The meeting was called to order at 7:00pm followed by the Pledge of Allegiance.

**Members present:** Ray Berg, Denise Collins, Leslie Kiesel, Julie Marvin-Manders, Sue LaRocque, Aaron LaRock and Pat Vaillencourt were in attendance. Susan Fielder was not available.

**Public Participation: None**

**Approval of February 20, 2019 minutes**

Berg moved, and Marvin-Manders second the motion to approve minutes as amended. All in favor.

**Approval of Agenda**

Agenda items were reviewed. Berg moved and LaRock second the motion to approve the agenda as amended. All in favor.

**AGENDA ITEMS**

- 1) **CTAP Updates** - Berg confirmed changes to CTAP approval process stating that there will no longer be a formal presentation of applications and the luncheon will be very informal, without presentations.  
Our 2018/2019 Projects we need to report on with an expected completion timeline are the River Raisin Brochure and the promotional video. The 2019/2020 Proposal has been approved, including reallocating \$5,300 funds from 2018/2019.
- 2) **River Raisin Park Update** - Vaillencourt stated that the construction is going well and we are slightly ahead of schedule but progress is dependent upon the weather.
- 3) **Acorn Farmers Market & Café Update** - Vaillencourt stated that a presentation was made to Village Council by Ruth VanBogelen. The consignment market plan is progressing well. Village Council voted to send a letter of support for the 5013C application.
- 4) **Canoe Race Update** - Vaillencourt indicated that plans are well underway for the annual race and the Village will be work with the contractors to be sure that the construction area of the park is safe.

- 5) **Cityhood Citizens Advisory Committee Update** - Vaillencourt explained the role of the committee, stated who the members are and invited DDA members to attend the meetings.
- 6) **Kaboom Grant Update** - Kiesel provided information on the application and stated that we are eligible to move to the next round. Specific plans and costs will now be required.
- 7) **Shared Use Trail Update** - Vaillencourt advised that the Village has met with the contractors and the engineers and that we hope to get started at making the Main & Woodland Way intersection ADA accessible within 2-3 weeks.
- 8) **Watkins Lake Trail Update** - Vaillencourt stated that Jeff Wallace has attended two meetings and is assisting the Township however he can, since he has a tremendous amount of experience in qualifying for the type of grant. It will be the responsibility of the Township to have discussions with the affected property owners and hold public hearings. Hopefully these will be scheduled soon.
- 9) **Touch A Truck Project** - Vaillencourt explained that the Village will participate in this at the fair. Kiesel volunteered to research getting "Make It Manchester" stickers to give out.
  
- 10) **Kroger Update** - Berg stated that he sent information and requests to three different Kroger departments. He heard from one that they would be responding. He expects that response anytime. Berg also stated that Aldi's is the 2<sup>nd</sup> choice. Consensus was that Aldi's would be a good choice as they are very reasonably priced.
  
- 11) **DDA Reporting** - Vaillencourt updated on the PA 57 of 2018 requirements for annual updated synopsis of activities on the website. Vaillencourt agreed to meet with Julie to meet the requirements.

### **Adjournment**

The meeting adjourned at 8:45pm

The next meeting is scheduled for May 15<sup>th</sup> at 7:30 pm

Respectfully submitted,

Pat Vaillencourt, Chair