

Manchester Downtown Development

May 15, 2019

Approved Minutes

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

Members present: Ray Berg, Denise Collins, Susan Fielder, Leslie Kiesel, Julie Marvin-Manders, Sue LaRocque, Aaron LaRock and Pat Vaillencourt were in attendance.

Public Participation: No one was in attendance.

Approval of April 17, 2019 minutes

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

Approval of Agenda

Agenda items were reviewed. Two discussion topics were added. Marvin-Manders moved and Kiesel second the motion to approve the agenda as amended. All in favor.

1) CTAP Updates. Berg reported on the grants from the previous three years.

2019 – 2020 CTAP - An informal application was accepted on April 30th. The grant revenue, totaling \$10K will support 3 projects: Canoe storage for the Riverfront Park; Riverfront Park Extension, renovation along the Raisin River east of the dam (behind the Dairy Queen); and reprinting visitor brochures.

Canoe storage: \$5500 - Marvin-Manders and Kiesel will solicit bids and designs. Additional construction resources might include a project led by Ferris State University or the Men's Club. Marvin-Manders and Kiesel will also contact John Stedman.

Riverfront Park Extension (aka *Dairy Queen Project*): \$2500 - LaRocque and Marvin-Manders will lead the three-year project and work with adjacent property owners to identify property lines, provide improved seating areas, and utilize the view of the dam, waterfall, etc.

Berg will chair the \$2000 portion of the grant to design/reprint the visitor brochures.

Vaillencourt will follow-up on an additional suggestion to post a sign, warning canoe/kayakers that the dam is ahead.

2018– 2019 CTAP - The grant consisted of 4 projects.

The Historical Society Museum Committee has spent \$2900 of the \$4000 allocation to improve the display area, lighting, and function ability of the new museum. They have \$1100 to continue their acquisition and finalizing design plans.

Refinishing ally-way mural was allocated \$1500. The project was completed with \$200 left over, which will be added to the Museum project.

New kayak brochure – Vaillencourt reported the committee is waiting for Riverfront Park completion, so new photographs can be included. Jim Mann identified a grant that would fund installation of half-mile markers, which will be installed after the river flow declines. Rodney Kidd will take pictures of Canoe Race this weekend which will be added to the brochure.

Promotional video – Vaillencourt reported that Rodney Kidd, needs suggestions of promotional text to complement/identify needed video inserts. He has asked Vaillancourt to speak on video.

Berg reported we have spent \$5800 of the 2018-2019 grant, and we need to allocate the remaining \$4200 or run the risk of losing the revenue. He has spoken with Destination Ann Arbor, and they are aware of the unexpected delays that were out of our control, but we need to be diligent.

2017 – 2018 CTAP

Berg reported on the second phase of the Shared Use Trail. Crushed gravel is being applied east of Hibbard Street and rail-road bed between Main and Torrey Streets has been prepared. Kiosk signs, like current signs, and mileage markers at ¼ mile intervals will be added. Available funding is \$2100.

Berg reported that Destination AA doing 10-year master plan. He attended a recent regional meeting and reported on Manchester's efforts toward historical and agricultural tourism. Destination Ann Arbor is requesting a Manchester representative's participate on Master Plan Committee. Vaillencourt will follow-up.

2) Acorn Farmers Market & Café Update

Teresa Herron shared her excitement about a potential year-round farmers' market and café. "Save the date" flyers are being distributed. The formulation committee, which includes Teresa, Linda Davis, Ruth Van Bogelen, and Megan Delew, is pleased with the building upgrades which

were initiated by the Child Care Co-op. The committee is developing a fund-raising plan, looking at MEDC grants for public spaces. Cindy Dresch is reviewing the final application now, although approval is not expected until November at the earliest. The cafe' will employ a few people on a regular basis, but the fresh fruits and vegetables will be delivered on a "consignment" basis. The committee is also pursuing a 501C3 status so donations would be tax-deductible.

3) Cityhood Citizens Advisory Committee Update

Vaillencourt reported on the citizen advisory committee's activities. A Q&A update was mailed to village residents regarding a public meeting scheduled for May 21st in the Village Council room at 7 pm. A Township public meeting is scheduled for June 6th. Kiesel was appointed to the citizens' committee representing newer residents, and Collins was appointed to represent business owners. There will also be a public hearing and certification of the official village boundaries. It is not the intent to expand the village limits unless specifically requested by adjoining residents. Village property owners will have an opportunity to vote on the Cityhood status. A charter committee will write a new City Charter, which will also require an official approval vote by Village residents. We would then have a vote to elect a new city council. Advantages to Cityhood are current village residents would have greater impact on future political/economic issues that affect them. The new City assets would also include a legally defined portion of current Township assets, including financial reserves, Fire Department and voting building and equipment. Village expenses are likely increase to cover additional assessing, taxing, and fire protection expenses. Although tax liability for village residents is expected to remain about the same, because they would not pay Township taxes.

4) Kaboom Grant Update

Kiesel reported on the KaBoom Grant progress. She distributed map detailing the proposed improvements.

5) Shared Use Trail Update

Berg reported that trail expansions east of Main Street have begun. Crushed limestone is being applied to the trail east of Hibbard Street. Completion is expected this summer.

6) Touch A Truck Project

The Fair Committee is scheduling "touch a truck" event this summer. A fire truck, for example, will be displayed. LaRocque moved, Collins supported the motion for the DDA to spend \$300 to give candy and Manchester stickers to participants. Roll call vote: LaRocque, yes; Collins, yes; Berg, yes; Fielder, yes; Kiesel, yes; Marvin-Manders, yes; LaRock, yes; Vaillencourt, yes. Motion passed.

7) Invoices for Village payment

Vaillencourt wanted to confirm the process for submitting invoices for payment to the Village Treasurer. Following Discussion, the process was confirmed. Each proposed invoice should be signed by the responsible DDA member and the Chair before submitting to the Village Office. The invoice would be paid on the normal village cycle.

Vaillencourt also requested that all payables should be included in DDA Board discussion and minutes.

Current Payables include:

Heather Rathburn - \$375 payment for Historical Society Museum

LaRocque requested \$163.81 reimbursement for Lowes Museum trim purchase

Berg requested \$1300 to pay for Ally Mural refurbishing

Berg requested \$1929.60 to pay Austin Building Company for Museum construction materials.

Moved by Berg, LaRocque supported the motion to pay the above invoices.

Roll Call vote: Berg, yes; LaRocque, yes; Collins, yes; Fielder, yes; Kiesel, yes; Marvin-Manders, yes; LaRock, yes; Vaillencourt, yes.

Motion passed.

8) Move meeting move to 7pm.

Vaillencourt initiated discussion of DDA meeting start time. Following discussion, it was proposed that the meetings begin at 7pm. All approved.

9) Kroger Update

Ray Berg reported on discussions with Kroger Company concerning a possible store location in Manchester. He had prepared a discussion paper of Manchester's grocery store needs, demographic data, retail spending data, the former Manchester Market building and other possible sites in Manchester for a grocery store. He researched the Kroger website, and determined two points of contact within Kroger (regional real estate manager, and the media/communications manager for the local region). He submitted this discussion paper to these two parties, requesting an opportunity to meet.

He also visited the new Kroger store in Milan, and met the local manager there, who confirmed that we were approaching the correct people within Kroger with our request.

Subsequently, he learned that the regional real estate manager for Kroger had left the company and was re-directed to the acting manager. The discussion paper was resubmitted to this new manager, and we are awaiting the opportunity to meet with Kroger at either their office or in Manchester.

Berg will also be preparing alternative proposals to Aldi's and to Meijer's concerning their "bridge street model" of grocery stores for "food deserts".

The next meeting is June 19th at 7pm
Adjournment 9:20

Respectfully submitted,
Susan Fielder, recording secretary