

Design Committee Meeting
Minutes –March 27, 2008

Time: 6:00 p.m.

Location: 2nd Floor Conference Room City Hall



Present: Bruce McCullen, Christy Conn, Eric Conn, Pam Lewis, Mindy Arnold- Mainstreet Manager;
Absent: Jeff Hansen-Chair, Ron Gari, Bernadette James, Gary Kacksetter, Jeri McKeon-Anderson, Brian Shorkey, Jeanette Ambrose, Gudrun Patton, Terry Lyons, Terry Wilson, and Jennete Marsh.

1. **Call to Order;** Meeting called to order by M. Arnold at 6:05 p.m.
2. **Approval of Design Committee Minutes** from March 13, 2007 meeting

Motion by B. McCullen, supported by E. Conn to approve meeting minutes from March 13, 2007 as presented. Motion passed unanimously.

3. **National Register Historic District Survey Update**
Per recommendation made by Nathan Voght, DDA Director, the committee discussed again the possibility of renewing the survey of the National Register Historic District. M. Arnold said she discussed with Rob McKay from the Michigan State Historic Preservation Office about the benefits of renewing, such as digital pictures. C. Conn suggested this conversation not take place until more committee members were present, as the committee already decided to not move forward on this project and making an alternative decision would not be appropriate considering the meeting's attendance. The committee agreed and noted all were skeptical updating the documentation at this time.
4. **Façade Incentive Grant Application**
The committee has not received an updated application from Cleary's.
5. **Downtown Streetscape Elements**
-Benches
M. Arnold, Mainstreet Manager and N. Voght, DDA Director presented the committee's recommendation for the benches to the DDA Board on March 26th in the absence of Jeff Hansen, Chair. The DDA Board said they want to see a mix of benches with and without backs downtown. They want the committee to recommend placement of benches and have ready for the DDA Meeting the by Wednesday April 23rd. M. Arnold, N. Voght and two to three committee members are going to seek placement the week of April 7th. The committee recommended that J. McKeon-Andersen be on the committee as well as J. Ambrose. E. Conn, also volunteered and P. Lewis and C. Conn said they would fill in if needed.

-Instillation/ Order of Historic Markers

Staff ordered the markers and is awaiting MDOT approval.

- 6. Improving Alley Spaces**
Reviewed revised cover letter and decided to mail March 28th with a return request date of April 10th.
- 7. Historic Preservation and Design Awards Program**
Due to anticipated number of awards compared to last year, the committee decided to change the program times to 6:00-6:45 pm for the Reception and 6:45-7:30 for the Ceremony. The Opera House contract is complete and the committee is going to plan on roughly 50 people in attendance.
- 8. Advanced Design Training Updated**
Registrations for participants in the Michigan Historic Preservation Network Conference have been sent in. (C. Conn, B. Shorkey, B. McCullen and J. McKeon-Andersen)
- 9. Other Business**
Volunteer Hours outside committee meetings; E. Conn 0.5, P. Lewis 0.5, C. Conn 0.5
- 10. Adjourn**
Motion was made by C. Conn to adjourn at 6:57 pm and it was supported by P. Lewis. Motion carried unanimously.