

Downtown Development Authority
January 26, 2023
Meeting Minutes

Present: Bardon, Bronner, Hiles, Johnston, McLeod, Banes, Ackerman, Keller Zehnder, and Rummel,

Absent: Bierlein, McClellan, Rummel, Zehnder, Zimmer.

Also Present: City Manager Smith, City Planner Kraushar, Chamber CEO Furbush, and Schmitzer

1. Public Input

Board member Hiles requested to add a discussion of the advisory position to the organization section of the agenda and was added as 2e. Carried.

2. Organization

a. December Meeting Minutes

The minutes of the December 8, 2022 meeting were approved as presented. Moved by McLeod, seconded by Bardon. Carried.

b. Accounts Payable

Hopp presented the accounts payable. There was discussion over the lighting program and contracted services. The accounts payable were approved as presented. Moved by Ackerman, seconded by Bardon. Carried.

c. Financial Report

Hopp presented the year to date financial report and clarified that he and the City Treasurer would be categorizing billings and would look for an amendment to the budget later in this fiscal year.

d. State TIF Annual Report

Hopp presented the information submitted to the State for the TIF fund.

e. Discussion of Advisory position

Hiles stated that Schmitzer would be a good fit for the advisory position to the DDA board as she was no longer the mayor's representative but had been a member for a number of years and had a wealth of background knowledge. Hopp recommended a discussion with the executive board who would then bring a recommendation to the full board.

3. Old Business

a. Shuttle

Director Hopp shared the ridership numbers from the five weekend shuttle run sponsored by the DDA, CVB and STARS this past winter. The number of riders had doubled from the previous year and had prompted discussion between the

three entities. Hopp presented a proposal for a 23 weekend shuttle route that had the same stops as the winter route with potential to connect a route to Saginaw during shift changes. The shuttle would run on the weekends from Friday to Sunday through July 8 to December 17. The CVB and DDA would split the \$62,000 cost. There was discussion over the proposed dates and how they were selected. Board member McLeod suggested the cost be split into thirds with the City sharing a portion along with the CVB and DDA. There was discussion over the timeline of the decision due to the need for printing in the Frankenmuth Visitors guide. Banes suggested a contingent vote so the information could be posted in the visitors guide while the board worked out the finances. McLeod moved to support the proposed shuttle route and pay one third of the cost contingent on the City and CVB paying a third of the cost. Hiles seconded. Carried.

b. Wayfinding

Hopp shared that Corbin Design would hold an hour-long presentation on February 9, to present a final draft of the design and intent of the wayfinding signs. The presentation would prompt discussion from stakeholders to make any final design choices before surveying placement and creation of the signs. Board member McLeod asked for a one page summary be drafted and circulated prior to the meeting in order to review and prepare for questions asked during the presentation.

c. Pedestrian Bridge

Hopp shared that on April 13, a hard number for the cost of the pedestrian bridge maintenance items would be shared and be available to discuss when finalizing budget.

4. New Business

a. Light Poles

In the past 12 months, six light poles in the City have been hit and there are no more in storage. The City's electrician had advised the purchase of a set of nine light poles in three different designs that matched the ones around the City. Light poles had not been purchased since the streetscape design and there would be a price break for buying a set of nine. The board moved to approve the purchase of nine light poles for the cost of \$105,305.17. Moved by Hiles, seconded by Keller Zehnder. Carried.

b. City of Frankenmuth Land Swap

City Manager Smith introduced an opportunity to trade land with the Bavarian Inn Lodge on Weiss St. The City currently owns 3.4 acres of land that they wish to swap with the Lodge for an equal sized parcel in order to have a lot bordering Heritage park to use for parking. This is a unique opportunity as the lodge is in the midst of a construction project and has materials on hand to help with the

grading and surveying of the swapped land which will save costs for both entities. City Manager Smith will present further information at the next meeting.

5. Communication

- a.** There was some quick discussion about the MDOT/ Birch Run I-75 on ramp meeting that happened in December. Hopp also shared a discussion about a possible Barnes Dance pilot program at Covered Bridge Lane and M-83.

6. Adjournment

With no further business the meeting was adjourned at 3:05pm.

Respectfully submitted

Recording Secretary
Emily Kraushar