

Downtown Development Authority
April 13, 2023
Meeting Minutes

Present: Ackerman, Johnston, Bierlein, Banes, Bronner, Hiles, Zehnder, and Rummel.

Absent: Bardon, McLeod, Zehnder Keller, McClellan and Zimmer.

Also Present: City Manager Smith, City Planner Kraushar, DDA Director Hopp, City Clerk Hoadley, Chamber CEO Furbush, and Schmitzer.

1. Public Input

DDA Director Hopp introduced the new City Clerk, Kamyryn Hoadley.

2. Organization

a. Meeting Minutes

The meeting minutes of March 8, 2023 were approved as presented. Motioned by Ackerman, seconded by Rummel. Carried.

b. Accounts Payable

The accounts payable were approved as presented. Motioned by Zehnder, seconded by Hiles. Carried.

c. Semi Annual TIF Review

Twice a year, the DDA holds a public meeting to discuss the TIF. Director Hopp presented a powerpoint on the purpose behind the TIF plan, how the DDA is funded and what they do with the revenue captured. There was discussion among board members on what happens to the DDA when the TIF sunsets, which Director Hopp clarified there may be the possibility to extend the plan depending on any future legislation. The TIF plan will be reviewed for the second time at the October 2023 City Council meeting.

3. Old Business

a. Outdoor Sports Complex

Director Hopp presented a site plan layout for the Outdoor Sports complex and briefly reviewed the history of choosing the site and the stakeholders involved in developing the plan and layout. There was discussion on the placement of the fields, what organizations would be using each field, and for what purpose, as well as questions on if pickleball players were included in field space. Smith clarified that the project would be done incrementally and once the first phase was identified, a grant would likely be pursued. Cost estimates will likely be available at the May meeting.

b. Wayfinding Signage

Director Hopp displayed two differing color options for vehicular signage in town. Hopp shared that City Council had a split decision on blue or yellow for the

vehicular signs. There was discussion on how each color related to the surrounding environment, which stuck out more and which was more similar to those seen in Germany. Chairman Bronner called a vote in which the general consensus favored the deeper blue sign seven to one. Director Hopp then presented two options for the gateway signs at the entrances of town, one with “Frankenmuth” outlined in light blue and slightly out of frame and one that completely contained “Frankenmuth” and had no outline. The board favored the option that outlined “Frankenmuth” in light blue and requested that the shadow cast around “Frankenmuth” be changed to a block shape, and the white space at the top of the sign remove the encircled “F” and be replaced with the traditional blue diamond pattern.

c. Pedestrian Bridge

Director Hopp shared that the bid for the fixes of the pedestrian bridge had been released, and out of the six contractors at the pre-bid meeting Spicer had received two bids, both of which were higher than budgeted. Spicer recommended the selection of the bid priced at \$541,300. There was discussion on options for reducing costs and comparisons on fixing the bridge versus removing it. There was further discussion on the benefits the bridge provided to downtown and the history of who maintained it. The board moved to approve the selection of the \$541,300 bid plus up to \$50,000 in Construction administration costs. Paying the budgeted amount of \$300,000, using the Capital Improvement fund for \$255,000, with the extra to be taken from the general fund. Moved by Hiles, seconded by Johnston. Carried. Director Hopp will reach out to other stakeholders and contractor to potentially reduce costs.

d. Social Districts

Director Hopp shared a brief overview on social districts, what they are, the rise of their popularity, and examples from other communities. There was discussion on how enforcement would work in the district and what areas would be included. Hopp shared a preliminary map as an example of what common areas and the district could look like.

4. Communications

Smith briefly shared that the City Council would be increasing the millage by .5 and that there is a new option to fund public safety through a Special Assessment in which council will investigate in the coming months.

5. Adjournment

With no further business to discuss the meeting was adjourned at 3:20pm.

Respectfully submitted

Recording Secretary
Emily Kraushar