



**Scottville Main Street
Design Committee Meeting MINUTES
Friday, February 12, 2010 @ 8:30 am
Main Street Office / Carr Communications
111 S. Main Street**

Present: Jim Nichols, Sue Begue, Craig Convisson, Gena Nelson, Josh Spencer

- I. Call Meeting to Order 8:35 AM
 - a. Comments from Outgoing Chair Jim Nichols thanking the Committee for their participation and input to make this a great committee and turned the meeting over incoming Chair Craig Convisson who is eager to get things going and keep the forward momentum of the program in front of the community.
- II. Approve Minutes from 01/08/2010 Meeting – No minutes available
- III. Project Updates
 - a. Decorate Vacancies – Josh will be in contact with Marcy Spencer-Knowles to update
 - b. Façade Grant – 2 new applicants for Design Services
 - i. For Current Design Service recipients, we need to have someone complete cost estimates to proceed with determinations of financing allowances (Businesses with current drawings needing estimates are Cox’s Sales & Service, Charlie’s Bar, Scottville Senior Center, Steve’s Building); In reference to new applications, 3 Design Services are granted per year, we will take those on a first come, first-served basis for complete applications
 - ii. Façade Grants - Max cap of \$200,000 per year is allocated to recipients in the community, we will work to fit in as many recipients as we can for full funding
 - c. Hanging Baskets – Sue & Leon Begue will be getting the planters to the growers as appropriate; Organization Committee has established a fund-raising committee for this that will begin to market it next week; Gena had a suggestion to look into a winter design for the hangars that she saw at the Smithsonian Castle in Washington DC that would be appropriate for our community
 - d. Streetscape Project – Main Grant app is submitted; additional grant apps have been submitted to:
 1. Mason County Community Foundation for \$7000; expect to hear determination by June
 2. Great Lakes Energy People Fund for \$6000; expect to hear determination in a month or two

- IV. Design Services
 - a. Application from Jim & Tracy Jason (North half of current Dollar Store location – proposed grocery store & meat market); Motion by Jim Nichols, seconded by Sue Begue to approve their application contingent on completion of Bank signatures before submitting to SHPO architect Kelly Larson.
 - b. Application from Charles Valente (Charlie’s Bar); Motion by Sherry Wyman, seconded by Gena Nelson to approve the application for Design Services.
- V. Downtown Arch – Stacie Hadeed has agreed to work on some design concepts that will be presented to the committee; Brian Lundquist has volunteered to take on the fund raising to bring the arch to fruition in the streetscape project
- VI. Mini Grant Program – Committee members are asked to consider the focus we want to have for the year and at the March meeting we will make a determination and begin to market it to the property owners appropriately
- VII. Pavilion Subcommittee – needed to move forward and have appropriate plans in place in a timely manner; pulling together a group of interested parties and looking for a project manager with building/contracting experience. This is a priority project and we will be aggressively seeking individuals to participate. Subcommittee planning meeting: Wednesday March 3, 2010, 7 PM at Main Street Office.
- VIII. Historical Register Project – After reviewing the current project list and in the absence of a project manager to date; the committee decided to put this project on hold. There is a complete work plan prepared, just needs a project manager to reinstitute in the future. Individual property owners can still go through the process to register their properties on their own to be eligible for appropriate tax credits.
- IX. Review Work Plans – Work plans were presented for review; they are complete except for establishing a clean up date; all project chairs have prepared and reviewed their plans; will be submitted to board for approval for 2010-2011 Program Year. Committee members on each project are encouraged to communicate with each other about projects and not necessarily have to go through Manager for everything.
- X. 2010 – 2011 Budget – Reviewed; discussed; amended by removing money for Historic Register Project; Motion by Jim Nichols, seconded by Gena Nelson to approve Design Committee Budget as amended for submission to Board.
- XI. Adjourned 9:45 AM