



CITY OF BRIDGMAN CORRIDOR IMPROVEMENT AUTHORITY

AGENDA

July 12, 2021 at 5:30 PM

City Hall, 9765 Maple Street, Bridgman, MI 49106

(access information on www.bridgman.org)

Hannah Anderson	Beth McNeil
Suzy Barnes	John Murphy
Wayne Hall	Catherine Worcester
Cheri Heward	

1. Call to order
2. Roll call
3. Hearing of Citizens
4. Approval of May 10, 2021 meeting minutes
5. Old Business
 - a. Continue review and development of Tax Increment Financing Plan
 - b. Bridgman Social District - update
 - i. Approval of an invoice from ArtFx in the amount of \$1,496 for window clings, a PVC stencil, and four sandwich signs (50% cost share with the Greater Bridgman Area Chamber and Growth Alliance)
 - ii. Discuss potential enhancements to courtyard between Accents and Eric's Café in partnership with the CGA
6. New Business
 - a. Bridgman Open-Air Market – discuss supporting the market
 - b. Discuss purchase of amenities and fixtures for the CIA district (e.g. bicycle rack, benches, parking lot signage, etc.)
7. Staff updates
 - a. Speed radar signs
 - b. Flower replacement – Zinnias in ornamental tree beds
8. Adjournment

**CITY OF BRIDGMAN CORRIDOR IMPROVEMENT AUTHORITY
REGULAR MEETING
MAY 10, 2021
5:30 PM**

A regular hybrid meeting of the Corridor Improvement Authority was held on May 10, 2021 at Bridgman City Hall, 9765 Maple Street, and remotely by means of electronic conferencing. The meeting was called to order by Chair Anderson at 5:34 p.m.

MEMBERS PRESENT: Hannah Anderson, Cheri Heward, Beth McNeil, Catherine Worcester

MEMBERS ABSENT: Wayne Hall, John Murphy, Suzy Barnes

STAFF PRESENT: City Manager Ganum, City Clerk Holm

Chair Anderson read aloud the meeting procedures and how the public will be able to comment.

HEARING OF CITIZENS:

- No one wished to be heard.

Approval of April 27, 2021 meeting minutes

Motion by Member McNeil, seconded by Member Worcester to approve the April 27, 2021 meeting minutes as presented,

Roll Call:

Yeas: Heward, McNeil, Worcester, Anderson

Nays: None

Absent: Hall, Murphy, Barnes

Motion carried.

OLD BUSINESS:

Continue review and development of Tax Increment Financing Plan and the Bridgman Social District – discuss implementation and cost

Ganum shared the current budget information for the CIA and the spreadsheet from last meeting that has a breakdown of the cost for the Social District. After discussion from the board, the following changes were made:

- Raise the count of the plastic cups and stickers from 1000 to 3000 and change the cost accordingly.
- Reduce the sandwich signs from 6 to 5 and change the cost accordingly.
- Reduce the trash receptacles that are not reimbursed from 3 to 1 and change the cost accordingly.
- Add in a line item of Maintenance/ Sanitation and input \$2,000 for a budgeted cost for a city employee to go down once a day to the district to remove trash and sanitize the area.

Below reflects the changes made:

		1000 count	3000 count		
		30% discount (with sponsorship)			
Cups	\$ 640	\$ 450	\$ 1,350	outsourced	Reimbursed
Stickers	\$ 350	\$ 250	\$ 750	in-house	Reimbursed
Business decal (in or out)	\$ 100	\$ 100	\$ 300	in-house	Reimbursed
Sandwich sign (5)	\$ 1,500	\$ 875	\$ 875	in-house	Unreimbursed
Stencil	\$ 130	\$ 130	\$ 130		Unreimbursed
Trash receptacles (4)	\$ 2,000	\$ 2,000	\$ 2,000		Reimbursed
Trash receptacles (1)	\$ 500	\$ 500	\$ 500		Unreimbursed
Maintenance/sanitation			2000		
TOTAL	\$ 5,220	\$ 4,305	\$ 7,905		

Ganum and the board also went through the CIA's current budget for Fiscal Year 2021 and what the board's obligations are for the upcoming Fiscal Year 2022 which begins on July 1, 2021. The following list is what the CIA will be working with for Fiscal Year 2022:

FUTURE OBLIGATIONS:

Arcadia Gardens	Planters for 2021 - portion of total	5,250.00
RadarSign	Speed Radar Sign - portion of total	3,000.00
Dreamscapes	Weko Beach campground painting	2,000.00
Social District setup costs	Signage, stencils, receptacles	6,000.00
Maintenance/sanitation		2,000.00
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		18,250.00
	CURRENT BANK BALANCE AS OF 4/30/21	9,968.00
	2021 CAPTURE (ESTIMATED)	16,600.00
	UNENCUMBERED BALANCE	8,318.00

Other discussion points from the board were as follows:

- The stands for the umbrellas in the courtyard to not fit and will need to be retrofitted. The DPS will need to work on this soon.
- Instead of having a sandwich sign in front of the Sandpiper garden area, maybe they could place a sign on their fence that states people are welcome to use the area.
- A meeting with the licensees needs to be set soon to work through details such as the size of the cups.
- A park staff will take care of sanitizing the social district area along with taking out trash once daily, preferably in the evening.
- Ganum was contacted by Sally Stine who is interested in having her band play in the social district. Ganum informed her that this is still in the early stages of creating the social district but will inform the board incase they want to reach out to her later.
- Ganum shared a couple stories of local residents giving positive feedback with the trash cans, banners, the painting project at the beach, etc.
- The numbers that are in the budget from 2023-2031 should stay roughly the same. The landscape contribution needs to be bumped up from \$1,000 to \$2,000 from 2022 – forward.
- Ganum will rework the numbers that the board discussed and bring it back for final approval within the plan that he is currently working on.

MISCELLANEOUS:

- Member Worcester inquired about the old Chase building and if anyone has shown interest in the building. Ganum explained there was a gentleman that was interested in the building for a Marijuana dispensary, but Bridgman currently prohibits it.
- Ganum asked Member Worcester about her building on the corner and if she would be interested in trying to get a soup and sandwich place or something similar in there. She stated she is currently using it for storage with products for Accents.
- Chair Anderson inquired about the status of Casey's. Ganum explained the gentleman in charge just got married and was out on a long honeymoon and just recently reconnected with him. Hopefully, there will be a groundbreaking ceremony around Memorial Day.

ADJOURNMENT:

Chair Anderson adjourned the meeting at 6:41 p.m.

Minutes respectfully submitted by Allyson Holm, City Clerk