

CITY OF BRIDGMAN CORRIDOR IMPROVEMENT AUTHORITY
REGULAR MEETING
February 13, 2023
5:30 PM

1. Call to Order

A regular meeting of the Bridgman City Corridor Improvement Authority Commission was held on February 13, 2023, at City Hall, 9765 Maple Street, Bridgman, MI and called to order by Chair Anderson at 5:32 p.m.

2. Roll Call

Present: Hannah Anderson, Beth McNeil, John Murphy, Julie Strating, Matthew Bizoe

Absent: Catherine Worcester, Wayne Hall

Staff present: City Manager Juan Ganum

Also present: Mayor Jan Trapani

Anderson welcomed Matthew Bizoe to the CIA. Members introduced themselves.

3. Approve/Amend Agenda for February 13, 2023

Anderson requested for a motion to amend the agenda by adding 'new public art project' as items 7c. Motion by McNeil, seconded by Strating to approve the agenda for the February 13, 2023, meeting with an amendment to add 'new public art project' as item 7c.

Voice vote - motion carried unanimously.

4. Hearing of the Citizens

No one wished to be heard.

5. Approval of the January 16, 2023, Meeting Minutes

Motion by McNeil, seconded by Murphy to approve meeting minutes from January 16, 2023.

Voice vote - motion carried unanimously.

6. Review Financial Reports

Ganum reviewed the Expense Report for the 251 Fund, which included all expenses attributable to the CIA's tax increment financing fund between July 1, 2020 and January 31 2023. Ganum noted that all expenses were listed under the Fund's only line item, "Beautification". Ganum also reviewed the expense report for the courtyard project as well as the revenue and expense report for the 251 Fund for the month ending January 2023.

7. Discussion/Action Items

a. Bridgman Placemaking Courtyard Project update

Strating described the courtyard project and shared and described its detailed line item budget, which included all project costs totaling \$149,790; leveraged funds totaling \$48,685; a fundraising campaign goal of \$101,105, with \$50,552 sourced through crowdfunding and \$50,552 sourced through the Michigan Economic Development Corporation's Public Spaces Community Places matching grant. Strating also shared that a total of \$34,000 had been committed to date during the campaign's silent phase. Additionally, she distributed the grant application/campaign narrative.

Members discussed the importance of promoting the campaign. Ganum said that a flyer recently distributed to the City Council will be posted on the City's website under 'News and

Announcements'. Bizoe suggested a bulk mailing of postcards to market the project. Mailing addresses can be obtained from the City's utility billing system. Strating noted the MEDC will issue a press release once the campaign is approved and launched. The CGA will also draft and issue a press release to promote the campaign. Ganum suggested for a courtyard presentation to be made to the Lake Township board of trustees. Bizoe and Ganum offered to present the project if Lake Township grants the opportunity.

Anderson stated that the CIA will approve the bills, as called for in the memorandum of understanding between the CIA and the CGA. Strating stated that the CGA will act as a fiduciary by paying bills that are approved by the CIA.

Ganum will email the budget and story to the CIA members, as the documents were not previously distributed.

Motion by Strating and seconded by McNeil to allocate \$10,000 to the Bridgman Courtyard project. Voice vote, motion carried unanimously.

Motion by McNeil and seconded by Strating to approve payment in the amount of \$750 to Jake Zapor for the Magic Carpet and Music in the Courtyard project. Voice vote, motion carried unanimously.

b. Social District – sandwich sign update

Motion by Murphy and seconded by Bizoe to approve payment in the amount of \$256 to ArtFx for updating four Bridgman Social District sandwich signs. Voice vote, motion carried unanimously.

Strating stated that she had spoken with the owners of the Taqueria Don Chepe food truck regarding this year's season and the possibility of switching from Tuesdays to Wednesdays. Don Chepe is unable to sell in Bridgman on Wednesdays and will start its season downtown on Tuesday, April 18, 2023. The CIA will work to recruit other food truck operators to sell on Wednesdays.

c. Arts Project at Rochefort's

Anderson described an art project that would involve Bridgman Elementary students placing painted handprints on Rochefort's west wall (facing the courtyard). She asked Bizoe to lead the project. Bizoe is taking on the project and described various ideas. He suggested that the project be undertaken in the spring of 2024. Anderson also mentioned the possibility of staining the pillars along Lake Street beneath the I-94 overpass. She said that the student artwork was in good condition and should remain. The general consensus among members is that other opportunities for public art should be pursued.

8. Staff Updates

a. Student banners

Ganum informed the CIA that the annual student banner project was moving ahead with banner production. He shared a mockup of the banners.

Ganum asked the CIA to consider the length of time for student banners to remain displayed. He said that the challenge is to provide an adequate display period while also balancing the desires of persons who would like the City to have more patriotic displays. Traditionally, the City installs flag banners just ahead of Memorial Day. The flags remain through July Fourth and Labor Day. The CIA discussed different methods of accommodating patriotic displays.

Members will consider alternatives and discussion will continue during the March CIA meeting.

Strating said that Nick Schmidt, the manager of the Bridgman Open-Air Market, contacted her to request the CIA's financial support of the portable restrooms for the market. Ganum will invite Nick Schmidt to attend the CIA's March meeting.

Anderson said that she responded to Arcadia Gardens' recent communication regarding the steel tank planters within the courtyard, but had not hear back. The CIA is seeking proposals and estimates for the tank planters. Ganum will follow up with Arcadia ahead of the March meeting.

9. Adjournment

Anderson adjourned the meeting at 7:22 pm.

Respectfully submitted,



Juan Ganum, City Manager and acting recording secretary
City of Bridgman