

**CALUMET VILLAGE DDA MEETING MINUTES
MONDAY, SEPTEMBER 23, 2024 – 9:00 AM
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET**

Present: Andrew Ranville (Acting Chair); Members Rick Campioni, Nathan McParlan (*left at 10:24am*), JW Miller (*arrived 9:07am*), Lorri Oikarinen, Jason Wickstrom

Absent: Chair Nikki L’Esperance; Members Pete Hahn, Rob Tarvis

Also Present from the village: Manager Megan Haselden

Present from the public: Leah Polzien **arrived 9:13am* (MSC Director); Ryan Patrick (UPEA)

I. Call to Order / Roll Call / Pledge of Allegiance

Ranville called the meeting to order at 9:03am with roll call and led the Pledge of Allegiance.

II. Petitions from the Public (*members of the public have 5 minutes to speak*)

None.

III. Approval of Agenda

Wickstrom moved, seconded by Oikarinen to approve the agenda as presented.

Motion Carried 5/0

IV. Review and approve meeting minutes of August 16, 2024 Meeting

Wickstrom moved, seconded by McParlan to approve the minutes as presented.

Motion Carried 5/0

**Miller entered at 9:07am.*

V. Unfinished / Revolving Business

1. Updates from Village Council, Historic District Commission, Planning Commission, etc.

Haselden and Ranville updated the board on Council, HDC and Planning Commission.

**Polzien entered at 9:13am*

2. Main Street Calumet Update

Polzien provided updates; the MSC report to the DDA will be reviewed on the October agenda.

Trunk or Treat is scheduled for 10/26, Ladies Day Out 11/14.

3. Fire Site Update

**CALUMET VILLAGE DDA MEETING MINUTES
MONDAY, SEPTEMBER 23, 2024 – 9:00 AM
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET**

No further updates.

4. Greenspace Update

Haselden and Ryan Patrick updated the board on the greenspace project.

i. Approval for additional match

Miller moved, seconded by McParlan to approve a total DDA match of \$51,794.

Roll Call Vote:

Yeas: Campioni, McParlan, Miller, Oikarinen, Ranville, Wickstrom

Nays: None

Absent: Hahn, L'Esperance, Tarvis

Motion Carried 6/0

5. District Property Updates

Haselden provided updates to properties being worked on in the district. Polzien updated the board on Land Bank properties and plans.

6. DDA Grant Program

Haselden updated the board; the grant review panel is to meet prior to October DDA meeting.

VI. New Business

1. Approval of DDA Bills/Transaction Report

Oikarinen moved, seconded by Wickstrom to approve the transaction report.

Roll Call Vote:

Yeas: Campioni, McParlan, Miller, Oikarinen, Ranville, Wickstrom

Nays: None

Absent: Hahn, L'Esperance, Tarvis

Motion Carried 6/0

CALUMET VILLAGE DDA MEETING MINUTES
MONDAY, SEPTEMBER 23, 2024 – 9:00 AM
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET

2. DDA Billboard Design Update

Discussion on updating the design and correcting the bleed on the billboard – the design is in good condition currently. Tabled for October meeting to review budget v actuals and potential design.

**McParlan departed at 10:24am.*

3. DDA District Issues:

i. Parking Meters

Discussion on the need to add a sign to parking meters or to remove the parking meters entirely. Ranville requests an estimate from DPW on time and cost to remove the parking meters. Tabled for October meeting.

ii. Wayfinding / Signage for Tourists

Discussion on need for signage directing tourists to public facilities/restrooms, cultural centers, etc. Polzien discussed updated parking lot for the park visitor center, which is supposed to include an orientation kiosk. Haselden and Polzien to follow up with the national park on funding allotted for wayfinding and the visitor center parking lot.

iii. Sidewalks / Items on Sidewalks

Haselden discussed items on sidewalks in the district and the idea of a policy around storefronts placing items on sidewalks. Ranville mentioned all the work occurring in the district and issues with scaffolding on sidewalks including the need for temporary portable curb or sidewalk ramps for ADA accessibility.

iv. Holiday Decorations

For the parking meters, if they are kept over the holiday season, there are costs for decorations. Polzien to provide a proposal/quote for October agenda.

CALUMET VILLAGE DDA MEETING MINUTES
MONDAY, SEPTEMBER 23, 2024 – 9:00 AM
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET

v. Municipal Parking

Haselden discussed the need to work on an overall Land Use Plan for the village, looking at all properties within the village to determine solutions for parking. Polzien mentioned current development being worked on that will likely require a commitment to parking to move forward. Further discussions to continue.

VII. Comments from the Public (*members of the public have 5 minutes to speak*)

None.

VIII. Adjourn

Wickstrom moved, seconded by Miller to adjourn the meeting at 10:58am.

Motion Carried 5/0

Respectfully Submitted,

Megan Haselden, Village Manager

VILLAGE OF CALUMET DDA #07-716-3
Transaction Report August 2024

| <u>NUMBER</u> | <u>Date</u> | <u>TRANSACTION DESCRIPTION</u> | <u>PAYMENT</u> | <u>DEPOSIT</u> | <u>BALANCE</u> |
|---------------|-------------|---------------------------------|----------------|----------------|----------------|
| | | Balance Forward | | | \$ 97,670.71 |
| | 08/05/24 | VOID - Check #2085 | | \$ 139.50 | \$ 97,810.21 |
| 2103 | 08/05/24 | Reissue Check #2085 | \$ 139.50 | | \$ 97,670.71 |
| 2104 | 08/05/24 | Incredible Bank - Grader/Loader | \$ 982.47 | | \$ 96,688.24 |
| 2105 | 08/05/24 | UPPCO | \$ 34.07 | | \$ 96,654.17 |
| 2106 | 08/21/24 | Industrial Graphics | \$ 1,700.00 | | \$ 94,954.17 |
| 2107 | 08/21/24 | UPPCO | \$ 32.38 | | \$ 94,921.79 |

VILLAGE OF CALUMET DDA #07-716-3
Transaction Report For September 2024

| <u>NUMBER</u> | <u>Date</u> | <u>TRANSACTION DESCRIPTION</u> | <u>PAYMENT</u> | <u>DEPOSIT</u> | <u>BALANCE</u> |
|---------------|-------------|---------------------------------|----------------|----------------|----------------|
| | | Balance Forward | | | \$ 94,921.79 |
| 2108 | 09/05/24 | Incredible Bank - Grader/Loader | \$ 982.47 | | \$ 93,939.32 |
| 2109 | 09/17/24 | Calumet Township | \$ 159.10 | | \$ 93,780.22 |
| 2110 | 09/17/24 | UPPCO | \$ 29.95 | | \$ 93,750.27 |
| 2111 | 09/17/24 | Upper Michigan Water Company | \$ 85.29 | | \$ 93,664.98 |