



**CITY OF ALLEGAN  
DESIGN ADVISORY BOARD**  
Griswold Auditorium – 401 Hubbard Street  
May 4, 2016

**Call to Order** Chairperson Bruce Campbell called to order at 5:01pm

**Attendance**

Present: Bruce Campbell, Paula Mintek, Rosie Hunter, Judy McCall

Absent: Mike Manning, Mike Villar

Others Present: City Manager Rob Hillard, Director of Public Works Aaron Haskin,  
Tony McGhee - Abonmarche

**Approval of Minutes**

Judy McCall, supported by Paula Mintek, made a motion to approve the meeting minutes of April 4, 2016, as presented. Motion carried.

**Old Business:**

**A. 121 Locust Street Façade Application**

Building owner, Bill Morgan, was present to explain the request. He is planning on replacing the awning in front of his building at 121 Locust Street. Paula Mintek, supported by Judy McCall, made a motion to recommend approval of the façade application and amount of \$2,187.60, to the DDA for the Façade improvement Program application at 121 Locust Street. Motion carried.

**B. Internal Downtown Business Sign Promotion**

The Design Advisory Board reviewed a draft letter which is scheduled to be sent to a variety of property owners in the downtown to support the Internal Downtown Business Sign Program. The Design Advisory Board is leading the program by soliciting businesses, assisting in the design, arranging construction with a vendor, and installing in the designated areas. (See Attachment). They are pursuing this strategy because feedback received is that individuals like the concept, but desired direction on how to pursue. Rob Hillard expressed appreciation for their thoughtful approach and enthusiasm in making this project happen.

**C. Riverfront Power Boxes near Boardwalk Ice Cream**

DPW Director Aaron Haskin and Tony McGhee – Abonmarche updated the Board on a meeting with the business owners adjacent to the location, in order to discuss landscaping ideas on private property and placing a decorative fence to make the area more attractive around the electric boxes on the riverfront. Aaron Haskin volunteered the DPW to install, and asked a variety of questions to clarify the project. Tony McGhee assisted in discussing finishes and approaches to the project. The Design Advisory Board thanked Aaron and Tony for their initiative, and look forward to the project.

**D. Hubbard/Walnut Street – Two-Way Street Project**

Aaron Haskin provided a sketch of the redesign of Hubbard Street (Walnut to Chestnut and Walnut Street (Hubbard to Trowbridge). The redesign would eliminate 14 spots on Hubbard Street adjacent to the courthouse, but provide two way access on this stretch. The redesign would however add five parallel spots on Walnut Street. After discussion, Paula Mintek, supported by Judy McCall, made a motion to recommend to the City Council the redesign of Hubbard Street (Walnut to Chestnut) and Walnut Street (Hubbard to Trowbridge), as presented. Motion passed by acclamation. Tony McGhee – Abonmarche, provided some initial costs and preliminary design for the section of Hubbard between M-89 to Walnut. He indicated that meetings are being set up with MDOT to discuss potential grants and design considerations.

**E. Riverfront Public Art Update**

Paula Mintek discussed the update from the artist. Aaron Haskin and Tony McGhee discussed the plan for the foundation. The foundation is scheduled to be in place this month, and the art will be installed by the end of June.

**F. 2016 Tasks**

Paula Mintek asked that next meeting the Board discuss a window project that provides some art on the covered windows in downtown. This would be an Arts Council project, and could beautify the downtown in a unique way.

**New Business**

**Adjournment**

Meeting was adjourned at 6:43pm.

**Respectfully Submitted**  
**Robert Hillard**  
**City Manager**

The City of Allegan is an Equal opportunity provider and employer