



Design Committee Meeting | Thursday, June 8, 2023 | City Council Chambers | 9:00 a.m.

Minutes

Call to order, Cassie Ragan

Roll Call: Michelle Kendall, DDD Executive Director

Chris Bankston	Absent
Tara Bennett	Present
Roy Dufreche	Present
Michelle Juneau	Present
Tom Pistorius	Present
Cassie Ragan	Present
Jeffrey Smith	Present

Old Business

1. Approval of meeting minutes from May 4, 2023

Jeffrey Smith made a motion, seconded by Roy Dufreche, to approve the meeting minutes as written.

Chris Bankston	Absent
Tara Bennett	Yes
Roy Dufreche	Yes
Michelle Juneau	Yes
Tom Pistorius	Yes
Cassie Ragan	Yes
Jeffrey Smith	Yes

Yes: 6 | No: 0 | Absent: 1 | Abstain: 0 | Motion carried.

New Business:

1. Façade Grant: 203, 205, & 207 E Charles St

Cassie Ragan made a motion, seconded by Roy Dufreche, to approve the Façade Grant for 203, 205, & 207 E Charles St in the amount of \$2,000.

Chris Bankston	Absent
Tara Bennett	Yes



Roy Dufreche	Yes
Michelle Juneau	Yes
Tom Pistorius	Yes
Cassie Ragan	Yes
Jeffrey Smith	Yes

Yes: 6 | No: 0 | Absent: 1 | Abstain: 0 | Recuse: 0 | Motion carried.

2. Façade Grant: 305 E Charles St

Jeffrey Smith made a motion, seconded by Tara Bennett, to approve the Façade Grant for 305 E Charles St in the amount of \$625.

Chris Bankston	Absent
Tara Bennett	Yes
Roy Dufreche	Yes
Michelle Juneau	Yes
Tom Pistorius	Yes
Cassie Ragan	Yes
Jeffrey Smith	Yes

Yes: 6 | No: 0 | Absent: 1 | Abstain: 0 | Recuse: 0 | Motion carried.

3. Review of Sidewalk Reimbursement Program Guidelines and Application

Ms. Kendall informed the committee that the updated draft of the guidelines and application was modeled after an Illinois sidewalk reimbursement program. She added a few additional items where she saw fit. Mr. Dufreche suggested that an applicant presented an estimate of construction cost(s) when they came before the Design Committee. This way, budgeting could be easier to navigate before moving forward. Ms. Ragan agreed with his suggestion. Mr. Smith added that perhaps instead of an estimate, a bid could be presented. Ms. Kendall stated that when someone makes the decision to engage in this program the committee should also conduct an architectural review if it is not within the historic district. It was discussed an applicant would apply for the program in advance of seeking permits so that it is easier to know which stage of the process the committee meets with them. Ms. Ragan voiced that even in an early design stage an applicant should have an idea of what an estimate would be. Ms. Ragan questioned that at which point in the project, before an applicant comes out to bid, will they come to the desing committee. It was proposed that during the design phase, an applicant will present a design estimate to the committee and when they bid the project they will have a separate, firm itemized budget. Mr. Smith inquired to know the fairness of asking



property owners to pay a sidewalk cost as part of a traffic calming measure if they are located on a corner block – the cost would be greater compared to someone else who only has a sidewalk improvement need in the front of their building. Ms. Ragan believes that would be a negotiation between the applicant and the City of Hammond. Ms. Kendall added that one item on the application that could be reviewed further is that the applicant can select what applies to them regarding a sidewalk project. Ms. Ragan alleged that once the program guideline and application is finalized and approved by the DDD Board of Directors, the committee can go to talk to the city about Mr. Smith's concern and see if an agreement can be made. Mr. Smith stated that traffic calming measures should be a DDD agenda item which should be enforced for all downtown intersections. It was Ms. Kendall's belief that in the past, traffic calming measures have been included in sidewalk reimbursements. Ms. Ragan summarized that the request would be for the DDD to go to the city and request that traffic calming measure improvements at all major intersections in downtown become a priority without it becoming an expense on a business owner.

4. Railroad Park

The committee reviewed courtyard furniture options presented to them in their packet. The original idea to have bistro-style furniture has now evolved into having table options that are more durable, sturdier, and will not pose as something easily stolen. The committee reviewed a Gretchen picnic table option from the company Landscape Forms. The board discussed different style options of the Gretchen table, coloring options for the table, placement of the tables and more.

The committee then moved on to discuss the History Exhibit project. Ms. Kendall provided an oral update. Ms. Kendall and Mr. Dufreche met with Antoine Marketing + Design on Monday to hand off finalized narratives and photos for the panels. July is the anticipated time period for final approvals before being sent for fabrication. Mr. Dufreche is researching three companies to select for manufacturing the project panels.

-Adjournment

