



DESIGN COMMITTEE MEETING
Wednesday, March 14, 2018 – 12:00-1:00 pm
CEN DEL Foundation Building

AGENDA

- I. Welcome/Call to order
- II. Roll call
- III. Approval of Minutes
- IV. New Business
 - a. Confirm Vice Chairman nomination
 - b. La Baguette neon sign?
 - c. NBB Grant - status on items requested
 - d. DDP Electrical box – Dover High design review
- V. Old Business
 - a. Façade Grant payment updates
 - b. Additional Wreaths to purchase, North St.
 - c. Murals update
- VI. Adjournment

Proposed budget for 2019

Façade Grants – \$20,000

Design - \$20,000

-Architectural Grants – 10,000?

-Seasonal decorations – 4,000

-Holiday Window Display Competition – 1,000

-Mural Initiative – 5,000

TOTAL: 40,000

**DDP Design Committee
Meeting Minutes**

February 14, 2018 12:00PM, CenDel Foundation Building

- I. Call to order – Kristin Pleasanton, Design Committee Chair
- II. Roll call – Members present: Kristin Pleasanton, Dawn Melson-Williams, Will Grimes, Carrie Hart, Trisha Arndt
DDP Staff: Marlene and Brynn
- III. Approval of Minutes– Minutes approved for Meeting of January 10, 2018 with correction
- IV. New Business
 - A. Budget Update and 2019 proposal w/Work Plan: Discussion of Proposed Budget: Façade Grants \$20,000; Design \$20,000 (Architectural Services Grants \$10,000; Seasonal Decorations for plaza \$4000; Holiday Window Display Competition \$1000; and Mural Initiative \$5,000 as match for grant). Consensus Approval of Proposed Budget. Questions to be resolved: Do we need to record receipt of NBBR Public Art Grant of \$10,000 and in which year? It was noted that the Architectural Service Grant will be administered by others.
 - B. Vice Chairman Nomination: The board has requested a Vice-Chairman for the Committee. Trisha volunteered for the position but will need to check on any conflict of interest with her State job.
 - C. Neighborhood Building Blocks Fund Grant: Successful grant application and anticipate being awarded \$10,000 for the “Paint the Town: Public Art Initiative.” Awaiting official notification. We received many compliments on the NBBF grant application.
 - D. New Items for Loockerman Way plaza: Tina is looking for options of other seasonal decorations. Question: Is there a way to change the Plaza Banners to the same size as our other Banners by adjusting the rod placement?
- V. Old Business
 - A. Façade Grant Updates (Status of Façade Grants): A summary listing of Grants was provided. Recent Grant reimbursements have occurred for Access Dental. We are awaiting project completion/reimbursement requests from Gunn Wealth Management, Schmittiger & Rodriguez, EJB Inc., Little Plan B, LLC and House of Coffi. There are also 4 properties for Architectural Services grants awaiting completion.
 - B. Additional Wreaths (Holiday Decorations): Tina will be ordering wreaths to complete the segment of North Street and the adjacent parking lot.

C. Murals/ Public Art Projects:

1. Mural Project Update – Dover Art League Site still in questions. Looking at other locations but now focused on Delaware Tire Wall facing the Loockerman Way Plaza and potentially the Delaware Tire North Wall in the Golden Fleece rear yard. Meetings with Josh (of Wesley College) to discussion concepts for a nature/trees themed mural using the cloth panel style installation method. Discuss idea for donation to organizations based on volunteer hours of help; need for legal agreement with wall owner, and long-term maintenance of mural.

2. Utility Box Designs – Designs are due in April for Painting in May. There are 15 boxes and 8 organizations signed up to date. **APPROVED Honorarium for Utility Box Artists/Organizations of \$200 (total of \$3600) from NBBR Grant monies from the DDP Design Committee as a partner organization for the effort.**

VI. Adjournment of Meeting

Meeting Minutes prepared by Dawn Melson-Williams.