CITY OF CHARLEVOIX DOWNTOWN DEVELOPMENT AUTHORITY (DDA) MINUTES

Monday, July 28, 2014 — 5:30 p. m.

210 State Street, City Hall, Second Floor Council Chambers, Charlevoix, MI

A. Call to Order

The meeting was called to order at 5:30 p.m. by Chair Dan Barron.

B. Invocation or Pledge of Allegiance

C. Roll Call of Members Present

Chair: Dan Barron

Members Present: Mayor Norman L. Carlson, Jr., Kirby Dipert, Luther Kurtz, Jeannine Wallace, Fred DiMartino,

Hugh Mason, John Yaroch

Members Absent: Todd Wyett

City Staff: Bethany Pearson, Community Economic Development Director (CEDD)

D. Inquiry Regarding Possible Conflicts of Interest

None

E. Approval of Minutes

1. June 23, 2014 Minutes

Member Yaroch stated corrections were needed under Item E, 1st sentence, change "Chair Mason" to "Chair Barron"; and under Item F, 1st sentence, second paragraph; Item I, last sentence, 4th paragraph; and Item J, 1st sentence, second paragraph change "Member Yaroch" to "Member Dipert".

Motion by Member Wallace, second by Mayor Carlson to approve the June 28, 2014 minutes as corrected. Motion passed by unanimous voice vote.

F. Old Business

1. Holiday Tree Lights Presentation – Tom Kladzyk

Tom Kladzyk discussed issues regarding the holiday tree lights. Mr. Kladzyk stated that the current lights should last through the 2014 holiday season and a replacement plan would cost approximately \$37,500 every two years. He stressed that the lights have to be removed from the trees at least every two years to prevent branches from being constricted. Member Mason stated that the DDA estimated an annual expense of \$20,000 for maintenance and upkeep of the lights.

Director Pearson will attend the next Shade Tree Commission meeting. Mayor Carlson stated that tree light funds should be solicited from the business owners this fall (\$725.91 per tree).

2. Art in Public Places Grant

Director Pearson received permission from John Ochs, owner of Central Drug Store to install a public art mural on the side of his building. She stated that \$900 was raised in matching grant funds with an additional \$1,000 still needed. She asked the DDA to approve an expenditure of \$2,050 for the Art in Public Places matching fund. Jodi Bingham, business owner, suggested that a steering committee to select the artist include two DDA members, the Circle of Arts, and the Historical Society.

Motion by Member Mason, second by Mayor Carlson to approve the expenditure of \$2,050 for the Art in Public Places matching funds. Motion passed by unanimous voice vote.

G. New Business

1. Discussion on Zoning Amendments – Merchandise on Sidewalks.

City Planner Spencer addressed two possible changes to the Zoning Ordinance related to outdoor displays of merchandise and sandwich board signs. Planner Spencer stated his office has received several complaints regarding plastic changeable-letter sandwich board signs.

Several members of the public shared their opinions regarding signage and outdoor displays.

Chair Barron stated that six of eight DDA members favored not allowing displays of outdoor merchandise in the downtown area. He indicated that if a DDA member had a strong opinion on the signage issue the member could communicate that to City Staff.

2. Recommendations to Approve City Marina Expansion Design to Council.

The Marina Expansion Committee drafted a proposal to construct a new dock north of Dock A. The dock will consist of space for five 80' slips, more shopper's docks, one large end docking space, and room on the adjacent side for a large ferry or other mega yacht. The Committee approved the new proposal and directed that it be sent to the DDA and Planning Commission for their input before going to City Council.

Discussion followed regarding specifics of the proposed plan, Beaver Island Boat Company's (BIBCO) concern with the new dock, payments on the East Park bond debt, declining property values, and the potential economic benefit to the City. The consensus of the DDA Board was to support a seven boat slip plan instead of five. Mayor Carlson noted that Council and the DDA Board have always supported BIBCO.

Motion by Member Yaroch, second by Member Mason to recommend to Council that they pursue a seven slip expansion north of Dock A as presented. Mayor Carlson stated that he would abstain from voting because he may be required to break a tie vote in Council. Motion passed by unanimous voice vote with the exception of Mayor Carlson who abstained.

H. Audience – Non-Agenda Input

None.

I. Community Economic Development Director's Report

Director Pearson reviewed the items contained within the Executive Director's Report and Community Partner/City Updates. Positive comments were discussed regarding the Bridge Street road closure on Venetian Saturday. Chair Barron thanked Director Pearson for coordinating the Venetian Boat Parade.

J. Miscellaneous Business of the Board

Member Yaroch received several positive comments regarding the Farmers Market being moved to Bridge Park during Venetian week.

Planner Spencer stated the City received a check for \$75,000 from the DeVos family to cover the costs for both the Economic Development Studies and Phase 2 of the Downtown WiFi project.

K. Future Agenda Items

None.

L. Adjournment

Motion by Mayor Carlson, second by Member DiMartino to adjourn. Motion passed by unanimous voice vote. Meeting adjourned at 8:08 p.m.

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Joyce M. Golding/fgm	City Clerk	Dan Barron	Chair