

CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY (DDA) MINUTES
Monday, July 17, 2012 — 5:30 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

I. Call to Order

The meeting was called to order at 5:33 p.m. by Deputy Clerk Stephanie Brown.

II. Roll Call of Members Present

Members Present: Dan Barron, Todd Wyett, Gina Whitney, John Yaroch, Fred DiMartino
Members Absent: Mayor Norman L. Carlson, Jr., Kirby Dipert, Hugh Mason, Jeannine Wallace
DDA Director: Keith Carey
City Clerk: Stephanie Brown, Deputy Clerk

Due to the absence of Chair Hugh Mason and Vice Chair Jeannine Wallace, an acting Chair will need to be elected.
Motion by Member Wyett, second by Member Yaroch, to appoint Dan Barron as acting Chair for the July 17, 2012 meeting.
Motion passed by unanimous voice vote, with Member Barron abstaining.

III. Approval of Agenda

Acting Chair Barron asked if there were any objections or desired changes to the presented agenda. There were no comments. Agenda was approved as presented.

IV. Inquiry Into Potential Conflicts of Interest

None.

V. Approval of Minutes

Motion by Member DiMartino, second by Member Whitney, to approve the May 29, 2012 minutes as presented.
Motion passed by unanimous voice vote.

VI. Public Input, Not Related to Other Agenda Items

None.

VII. Old Business

A. Downtown Tree Lighting –Walking Tour of Downtown

Director Carey introduced Tom Kladzyk of Holiday Lighting Service in Manchester, Michigan. Mr. Kladzyk led the DDA Board on a walking tour of downtown to discuss possible enhancements to the current downtown tree lighting display.

Prior to the walking tour, Mr. Kladzyk provided an overview of the areas he would be reviewing with the Board: the trees and their branch structure, wrap installation vs. canopy installation, and the differing types of lights.

- There are three standard colors of LED lights: warm white, pure white, and cool white. Warm white is the most similar to the traditional incandescent lighting, pure white is like the white of a piece of paper, and cool white has a bluish tint. His experience with the lights is that, while they may burn for the advertised number of hours, they do not burn at the same intensity over time. Using a photocell or timer to control when the lights are on can significantly lengthen the life and intensity of the lights. It is Mr. Kladzyk's experience is that his lights last approximately four years before needing to be replaced.
- The City of Charlevoix's downtown trees are locust trees, which have fast-growing branches. Without an on-going tree trimming program, the branches grow long and thin and tend to be "whip like". A canopy lighting installation needs to focus on a strong, sturdy branch structure. Most of the downtown trees have a branch structure that will not support canopy installation, due to uncontrolled branch growth.

Member Yaroch asked for Mr. Kladzyk's recommendation. Canopy installation will be very difficult in the City's trees. Mr. Kladzyk recommends tree trimming with a wrap installation. After a few years of careful pruning, canopy installation may be possible. With a wrap installation, Mr. Kladzyk recommends a significant increase in the number of lights. Wrapped lights may cause problems during the growing season with light strings growing into the bark.

Linda Mason suggested that tree trimming should happen before installation of new lights.

Member Wyett mentioned that City Council is considering additional trees in East Park to provide shade near the benches. The Board generally agreed that view of the harbor should not be blocked with additional trees. Acting Chair Barron asked that Director Carey keep the DDA Board apprised of progress of this endeavor.

Member Yaroch stated that locust trees have a limited life span, which has passed for some of the trees downtown. Some of the trees may need to be replaced.

Member Wyett suggested that the DDA consider lighting trees from Hurlbut to Dixon and lighting the docks. Ms. Mason noted that lighting the docks may be considered an attractive nuisance and a safety hazard.

The Board proceeded with the walking tour, guided by Mr. Kladzyk, at 6:12 p.m.
The Board returned at Council Chambers at 6:44 p.m.

Director Carey summarized the result of the tour: The downtown trees are in need of trimming and/or replacement, and Mr. Carey will address those needs with City staff. Mr. Kladzyk will provide an estimate to the DDA to enhance the current tree lighting. The DDA Board generally agreed that the trees on Bridge Street are overgrown and tree trimming needs to be a priority.

Member Yaroch stated that the DDA needs to develop a "master" lighting plan for the downtown area. Member Wyett suggested lighting permanent structures instead of living trees, to save on installation costs. Member Wyett also suggested a thematic display in the park that would change with various holidays.

The Board discussed hiring an arborist for a professional opinion on trimming trees and how much longer they will be sustainable. The Board also discussed focusing on tree trimming and not making any changes to the lighting at this time.

Member Yaroch asked to be excused from the meeting at 6:52. The Deputy Clerk reminded the Board that, due to Mr. Yaroch's departure, there was no longer a quorum present.

The Board briefly discussed the Up North Fourth event, held 07/07/12.

VIII. New Business

None.

IX. Executive Director's Report

Director Carey's report was included in the agenda packet. There were no comments.

X. Miscellaneous Business

None.

XI. Future Agenda Items

None.

XII. Adjournment

Meeting adjourned at 6:59 p.m.

Stephanie C. Brown

Deputy City Clerk

Dan Barron

Chair

Carol A. Ochs

City Clerk