



AGENDA
CHARLEVOIX DOWNTOWN DEVELOPMENT AUTHORITY AND MAIN STREET MEETING
Monday, October 22, 2018- 5:30 PM
Council Chambers - 210 State Street, Charlevoix, MI 49720

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**

All items listed under Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. DDA Regular Meeting Minutes - September
 - B. Monthly Report - September
 - C. Committee Minutes
- 6. Reports**
 - A. Director's Report
Lindsey Dotson - Executive Director
 - B. Parking Study Presentation
Rob Bacigalupi, AICP Principal Mission North, LLC
- 7. Old Business**
 - A. Shuffleboard Court Renderings
Lindsey Dotson, Executive Director
- 8. New Business**
 - A. Farmers Market Transfer to Recreation Department
Lindsey Dotson, Executive Director
 - B. Set Date for Budget Work Session
Lindsey Dotson, Executive Director

9. Public Comment

10. Request for Future Agenda Items

11. Board Comments

12. Adjourn

The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one weeks' notice to the City of Charlevoix. Individuals with disabilities requiring auxiliary aids or services should contact the City of Charlevoix Clerk's Office in writing or calling the following: City Clerk, 210 State Street, Charlevoix, MI 49720 (231) 547-3250.

CHARLEVOIX MAIN STREET MISSION

The mission of the Charlevoix Main Street program is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership.

DDA/Main Street Board
210 STATE STREET CHARLEVOIX , MICHIGAN 1 49720
Charlevoix Main Street DDA
(231) 547-3257 lindseyd@cityofcharlevoix.org

Consent Agenda

TITLE: DDA Regular Meeting Minutes - September

DATE: October 22, 2018

ATTACHMENTS:

- ▣ September 24, 2018 Meeting Minutes

CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY / MAIN STREET MEETING
Monday, September 24, 2018 at 5:30 p.m.
210 State Street, Charlevoix, Michigan

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

Chair: Kirby Dipert
Members Present: Richard Christner, Fred DiMartino, Luther Kurtz, Rick Wertz, Carissa Mullaney, Maureen Owens
Members Absent: Amanda Wilkin
Non-Voting Member: Sean Bradley
City Staff: Lindsey Dotson, Executive Director

4. Inquiry into Potential Conflicts of Interest

5. Consent Agenda

- A. Minutes – Regular Meeting – August 27, 2018
- B. Committee Minutes
- C. Monthly Reports

Motion by Member Owens, second by Member Wertz to approve the Consent Agenda items as presented. Motion passed by unanimous voice vote.

6. Reports

A. Director's Report

Director Dotson stated that the "Due Diligence Games" phone conference was scheduled for October 12th at 9:00 a.m.

Member Owens questioned the status of the wayfinding signage. Director Dotson stated that Phase II covered all the remaining signs that were not installed during Phase I. She stated that signage would be dependent on money from other sources such as partnering organizations or grants therefore, Phase II was still in the planning stage.

7. Old Business

8. New Business

A. Strategy Implementation – Programming Alignment/Gap Analysis

Director Dotson stated that it was the time of the year to talk about strategies and goals, assess how current projects and programs align with Board-defined goals, measures of success, and establish any weak points. She explained the four goals including increasing curbside recycling containers, number of recycling containers at Main Street event, connection to outdoor activities, and increasing year-round activities/shoulder season activities. Director Dotson stated relative to the Four Points their weakest link was the Design Committee which had the lowest score of 29.

Discussion followed regarding recycling container issues and whether Junior Main Street could take on this program. The Board chose to ask the Design and Promotions Committees to come up with suggestions for increasing recycling efforts. Discussion continued regarding heated sidewalks, downtown plan, and day care programs for workforce.

9. Public Comment

10. Request for Future Agenda Items

Recycling at special events was discussed along with the City's solid waste/recycling bid request for a single hauler. Member Owens referenced Emmet County's recycling program and the Board agreed that they should be collaborating with the County on recycling efforts/programs.

11. Board Comments

Chair Dipert stated that the "Buy Nearby" Program would take place the first weekend of October. Director Dotson described different methods of promoting the Program.

Mayor Kurtz stated that he and Member Owens worked on the Live from Charlevoix "*More Than Summer Campaign*". They sold 295 packages which was 40% more than last year and they were 25% into the sales period. Packages cost \$199 each (gift certificates for food, craft beer tour, and hats) and he felt it was going to be a very successful promotion.

12. Adjourn

Motion by Mayor Kurtz, second by Member Wertz to adjourn the meeting. Motion passed by unanimous voice vote. Meeting adjourned at 6:08 p.m.

Joyce Golding/fgm

City Clerk

Kirby Dipert

Chair

DRAFT

DDA/Main Street Board
210 STATE STREET CHARLEVOIX , MICHIGAN 1 49720
Charlevoix Main Street DDA
(231) 547-3257 lindseyd@cityofcharlevoix.org

Consent Agenda

TITLE: Monthly Report - September

DATE: October 22, 2018

DDA/Main Street Board
210 STATE STREET CHARLEVOIX , MICHIGAN 1 49720
Charlevoix Main Street DDA
(231) 547-3257 lindseyd@cityofcharlevoix.org

Consent Agenda

TITLE: Committee Minutes

DATE: October 22, 2018

ATTACHMENTS:

- ▣ Promotions & Organization Committee Meeting - September 20th
- ▣ Design Committee - October 4, 2018



Promotions/Organization Committee
Thursday, September 20, 2018
8:00 a.m.; City Hall; Upstairs

MEETING MINUTES

Members present: Lindsey Dotson, Dan Barron, Katherine Forrester, Shelly Ferguson, Richard Christner, Leann Ackert, Carissa Mulaney, Paul Glotzhofer, Maureen Owens, Sue Barnard, Caitlin Cole, Kate Heady, Jean Musilek, Sarah Hagen

8:00am I. Call to Order 8:03am

8:01am II. Approval of Minutes: August 23, 2018

One revision to spelling of Miriam Pico's name by Maureen.
Leann motion to approve, Maureen 2nd.

8:03am III. Ongoing Business: Project Recap, Updates/Needs, Support Needs

A. Events & Projects

1. Restaurant Week – SUPPORT NEEDS (Lindsey/Kate) – Went through workplan item by item and filled in with Leads, Lindsey to input workplan into Maestro to see completed task assignments. Sponsors: Fabiano has had contact made with them, Great Lakes would be the next choice, so hoping for one or the other but approaching both. Munson will be approached soon for April 2019 sponsorship.

Need to make sure we EVALUATE event this year, and input methods to do so. Survey brought up for restaurant servers and guests to measure success. Determined we would look into printing cards that can go in the bills for patrons to fill out and be entered to win a gift card. Cards would ask to spotlight a server they feel went above and beyond, then we would feature the server on Facebook as shout out. Questions to be formulated by committee members and emailed to Carissa for questionnaire design.

2. Live, Life, Local Shopping Campaign – Jodi – we have the raffle license already. Carissa will work on poster, wants to redesign it with

CHARLEVOIX MAIN STREET MISSION

The mission of the Charlevoix Main Street program is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership.

Charlevoix photos rather than stock photos. Will get approved by Jodi before going forward with new design. Campaign is 11/24-12/24, drawing on January 2nd.

B. Organization

- ~~a. Communications Plan Review~~ – Didn't need to discuss.
- b. Fall email newsletter – Richard – Draft printed and passed around. Committee says it looks great! Newsletter will showcase projects done through summer, and highlight upcoming projects. Includes farmers market continuing through winter, façade grant work, live on the lake a great season, etc. Restaurant week coming up. Richard will send out to the committee for feedback, then will look to approve it at October meeting to send out.
- c. Volunteers needed for CEC Conference – Lindsey – sign up! Scheduling of speakers/locations being finalized.

8:40am

IV. New Business

- A. 2019 Work Plans/Maestro – We need to start creating our 2019 work plans for budget/board approval. Plan for October meeting to review old projects and determine if the project meets the goals, is measurable, and meets financial needs. Then, develop any new projects for 2019 from there.

Ideas for 2019: ad campaign? Lamar deal, split with a business to feature that business, place in our area to encourage day trips. 1 business per month for 12 months. Main Street to cover 50%, business to cover other 50% of cost.

Mobile App update: over 10,000 downloads. Lindsey had about 40 kids at latest Junior Main Street presentation. It was brought up to have Junior Main Street take tasks from work plans, but their role is to take on their own projects that are feasible within the school year. Brought up having a survey to give to them to see what they want to see/work on/have as projects or see us working on.

- B. Event Evaluation Toolkit – need to start using it for events/projects. Sarah volunteered to get it started with info available for current projects, then pass onto individual committees/leads to finish.
- C. Live from Charlevoix update – Chuck King confirmed! Magician/hypnotist/comedian. Have a Game Show group coming in for February.

Continued 'More than Summer' sale (previous Groupon deal), has already sold 72 in one day! Includes brewery tour.

8:50am

V. Volunteer Hours 27

CHARLEVOIX MAIN STREET MISSION

The mission of the Charlevoix Main Street program is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership.

8:55am VI. Good of the Order

9:00am VII. Adjournment Leann motion, Richard 2nd.

Next meeting: Thursday, October 18, 2018

CHARLEVOIX MAIN STREET MISSION

The mission of the Charlevoix Main Street program is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership.



Charlevoix Main Street Design Committee
Thursday, October 4, 2018
4:00 PM – City Hall Council Chambers
Minutes

Attendees: L. Dotson, D. Fate, L. Keinath, E. Selph, P. Weston, G. DeMeyere, D. Miles, P. Gotzhober. Guest: Jessica Flores

Absent: R. Bergmann, J. Duerr, M. Owens

- I. **Approval of Minutes** - The Minutes from the August 2, 2018, meeting which were sent out in advance via email were approved as written.
- II. **Outstanding Business**
 - a. Report from the DDA meetings - Lindsey D. passed along the information that the strategic objective of recycling in the City needs more focus. All committees will need to take part in this going forward, along with ways to support the sustainable environment initiative (SBEI). Hoopskirt Alley improvements could be an opportunity for MEDC Patroncity crowd-funding (up to \$50K).
 - b. Updates on downtown Historic District - Lindsey and Jessica reported that the State of Michigan Historic Preservation Office (SHPO) will not be able to assist with advancing our nomination for the downtown district until further notice, due to a reduction in personnel. Lindsey did say that all information for the application has been properly submitted and it will continued to be pursued.
 - c. Main Street Design Assistance Program - Denise, Luann, Maureen and Lindsey got together to discuss how to best adapt the documents provided by MI MS for our purposes. These will be completed and distributed shortly. It was recommended to follow the same cycle as the façade grant applications in the case of the full design service. Requests for smaller services could be handled on a more ad hoc basis.
 - d. Maestro Programs/Training - Lindsey stated that the software program to manage our work Plans and tasks is available and operating. There will be tutorial on November 28, 2018 at 4:00pm at City Hall for anyone interested in learning more about how to use it.
 - e. 2018 Work Plans:
 - i. Façade Grant Guidelines and Application Process - Emily Selph updated the guidelines which were distributed prior to the meeting. The

CHARLEVOIX MAIN STREET MISSION

The mission of the Charlevoix Main Street program is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership.

application will also be modified to better suit our needs. It was agreed to change the timing for the upcoming grant cycle, making the next application deadline January 24, 2019. Applications will be evaluated at our February meeting. We will review the application packet and decide at our December meeting about the desired cycles and timing for FY 2019.

- ii. Street Lighting - Denise F. reported that professional tree lighting crews will be performing maintenance to the lights, along with having the trees groomed, in early October in coordination with the City staff.
 - iii. Historic Signage - The sub-committee (Denise, David, John and Sally Bales) met to discuss an approach for interpretive historic signage. The meeting minutes were distributed to the group in advance of the meeting. J. Duerr inventoried existing markers throughout the City. The goal is to avoid additional clutter, however, artfully and efficiently tell the story of Charlevoix. Themes and clusters of signs are proposed: along Round Lake marina and East Park, Bridges, Bridge Street and the Channel. Prolmage Design will be asked to provide a design concept and approximate cost. The committee agreed to pursue it. The goal is to present the concept and cost to T. Wyett to confirm financial support later this year, then go to the DDA with a short-form Work Plan.
- f. Main Street Design Guidelines - Jessica Flores is working with Lindsey to develop our Design Guidelines, using the City's 2008 guidelines as a basis. Jessica explained the concept, with the National Park Service standards as the foundation, as well as good benchmarks (Marquette, Boyne City) and how we can improve ours. Jessica and Lindsey also discussed the merits of form-based code and how this process could be useful for our city planning.

I. New Business

- a. 2019 Work plans/Goal Alignment - Lindsey mentioned that we need to be careful that we are not taking on too much:
 - Façade Grants
 - Historic Signage
 - Design Assistance
 - Design Guidelines
 - Way Finding signs - don't lose sight of Phase 2 and whether to add more signs
 - Improvements in the Alleys - consider including and prioritizing

III. Call for Future Agenda/Research Items - none

CHARLEVOIX MAIN STREET MISSION

The mission of the Charlevoix Main Street program is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership.

IV. Adjournment - the meeting was adjourned at 5:37 PM.

V. Next meeting: Thursday, December 6, 4:00 PM at City Hall

CHARLEVOIX MAIN STREET MISSION

The mission of the Charlevoix Main Street program is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership.

DDA/Main Street Board
210 STATE STREET CHARLEVOIX , MICHIGAN 1 49720
Charlevoix Main Street DDA
(231) 547-3257 lindseyd@cityofcharlevoix.org

Reports

TITLE: Director's Report

DATE: October 22, 2018

PRESENTED BY: Lindsey Dotson - Executive Director

BACKGROUND:

Director Schedule

I have some upcoming planned absences:

- Monday, October 29th - Placemaking & Public Engagement Workshop in East Jordan
- November 12 - 16th - Vacation

Main Street Update at City Council Meeting

My update to City Council was rescheduled and will likely take place in January.

Restaurant Week

Restaurant Week will be November 4-10th. Promotion is underway and sponsorship funds have already been collected. Please consider going out and enjoying this event to help support it and grow the success.

ROHO Collaborative Meetings

We are partnering with the Public Library to start hosting a Remote Office/Home Office Collaborative monthly meeting at the library. This will be similar to the monthly business owner meetings we already have but focused on those in our community who work from home with a desire to connect with others who do the same. The first benefit will be to collect feedback about what their needs are for a coworking space that the library is hoping to create in the mezzanine area of the main stacks (2nd floor). The second is to identify how many home based entrepreneurs we have in the community so that we can identify possible future brick and mortar business owners. Lastly, we can use this community and testimonials from them to position ourselves as a location desirable for home based workers because of our outdoor recreation opportunities and natural beauty so that we can attract more year round citizens to the area. This directly aligns with our strategy to create an entrepreneurial ecosystem in Charlevoix by embracing and connecting with all types of entrepreneurs in the community and provide resources for them. The first meeting will be on Wednesday November 7th at 4pm at the library. It will be every first Wednesday of the month at 4pm at the library from here on out.

Main Street Website Update

The City website went live last week and the current Main Street Website content has been successfully transferred to the new city site. Since the new city website has a lot more features than our Main Street website did and is also in compliance with new ADA regulations it was decided to transfer our content into it. This will save us the money we currently spend to host the wix website although we did have to spent \$900 to get the content transferred. Our domains will soon redirect to our section of the website which still include Charlevoixmainstreet.org and downtown**Charlevoix.com**

Live, Life, Local Shopping Campaign

The shopping campaign is moving forward and will begin on November 23rd. Please see the attached flier and be sure to help promote the campaign however you can.

NW Michigan SBDC Training Series Dates Set

Please see the attachment Save the Date for info on the upcoming business workshop series that we have partnered with NW MI SBDC to host.

Small Business Saturday

Small business Saturday is Saturday November 24th. Main Street has signed up to be a community champion to get the promotional materials for distribution to the downtown shops.

MFEA Convention Speaker

I was invited to be a speaker at the upcoming Michigan Festivals and Events Association on November 10th. I will be a part of a panel discussion about events in downtowns and how to engage the business community during said events along with my peers from Grayling and Boyne City, moderated by an MEDC staff person.

Farmers Market at the Library

The market has moved indoors to the library each Thursday from 3-6pm through November 15th. This Thursday there will be a pumpkin painting activity at the market. Holiday Market finale will take place on Tuesday, November 20th from 3-6pm.

Taste the Local Difference Photography

An opportunity was presented by Taste the Local Difference to get a professional photographer to Charlevoix to take photos of businesses and initiatives that highlight the local food movement. The photo shoot will take place on Wednesday October 24th at 4pm. We will go around to businesses who feature local foods like American Spoon, Harwood Gold, Cherry Republic, and restaurants that source locally like That French Place, Bridge Street Tap Room, The Salad Fork, etc. We will have full ownership of the photos when they are done and will have more high quality images to use in promotional materials about downtown Charlevoix. This also helps us hit more on the Health & Wellness strategy and promoting the healthy aspect of our business mix.

I am attending the following training:

Placemaking and Public Engagement Workshop - East Jordan, MI

October 29, 2018 9:00AM - 4:30PM East Jordan Civic Center

The National Charrette Institute and Michigan State University Extension are hosting a statewide training series on placemaking using the NCI charrette process to achieve quality places.

The interactive one-day workshops will teach community and economic development professionals, planners, zoning administrators, elected officials, planning commissioners and involved citizens the essentials of quality places and how to create them using the NCI's process for design-based collaboration.

Participants will practice identifying areas ripe for placemaking and develop a placemaking project.

Then, participants will learn through lecture, video and exercises how the NCI Charrette process can be used to implement a placemaking project.

These training sessions will also discuss walkability, housing, form based codes, placemaking strategies, zoning, charrettes and more.

Appropriate for any size community, attendees will be poised to replicate the activities following

the workshop by identifying suitable locations for placemaking in their community, working with a group to develop a placemaking project or activity, and thinking about how collaboration by design can implement the project.

Maestro Program

We are continuing to work on getting pertinent information uploaded have into Maestro along with setting up user profiles correctly. While this is an ongoing effort it has occurred to me that we should have some sort of training to show volunteers different features of the program. I hope to hold said training in November and then have a volunteer "social" event afterward. The tentative date is Wednesday, November 28th at 4pm.

Strategy Implementation Webinar

If you were unable to tune into the Strategy Implementation Webinar I strongly encourage you to watch the recorded webinar here: <https://medc.box.com/s/hxqo4biqj0sgdfrykg5j8z1c2dji3fun>

Charlevoix Selected to Host "Due Diligence Games"

We had our call with Revalue and a date for our games has been set: **Thursday, May 9th from 6-8:30pm** tentatively at the Library in the Community Room. Revalue will be handling all of the coordination and promotion of the event - most of which will start about 8 weeks before the date. As a refresher:

From Michigan Main Street:

We're excited to share the next steps in what is happening with the Build MI Main Street Program – a community investment program that can raise capital for Main Street businesses. At this point, the program will begin with an important education and outreach step in order to engage community members (and small businesses) in educating them in the opportunities that are available through local crowd funding.

Over the next 6- 12 months, we will be working with one of Michigan's most dedicated community capital champions, [Revalue](#), who will be bringing a unique educational experience to the Michigan Main Street communities! We'd like to introduce you to [Angela Barbash](#), who leads Revalue, which is an impact investment advisory firm located in Ypsilanti.

Their team has created a way for community members who might be interested in investing in their own backyard to get their feet wet with the due diligence process by putting them through a mock pitch and investment decision experience. Over 150 investors of all backgrounds and experience levels have participated in this due diligence simulation game so far, with very positive feedback. Revalue will be working in 6-8 communities where these games will be hosted over the coming months, leading up to the [ComCap19 conference in Detroit June 10-14th](#).

*At this time, we have identified the following communities: **Charlevoix**, Milan, Niles, Wayland, Wayne, and Owosso. These communities were selected on factors such as region, community need, local strategies, existing vacancies, and capacity. The events are open and we encourage you, your Boards, and community members to attend the session in your region. Dates, times, and locations will be selected and released by Mid-October.*

This is a great opportunity to advance the local capital conversation in your community! Be on the lookout for outreach from Revalue as they begin to set dates and locations for the events and thank you for your dedication to localized capital.

I also wanted to mention that although we are not offering the Build MI Main Street crowd funding match opportunity at this time, we would love to connect with you and specific businesses that are trying to raise capital now. We have been working on alternative resources that we could offer through CDBG dollars and are happy to have individual conversations on what those opportunities may be. In addition, we are working with the National Main Street Center to build on this educational resource.

By now you should have seen our email introducing Angela Barbash from Revalue with information about Community Capital Education as the next steps in the Build MI Main Street Program. We have identified your communities as great places to host these Due Diligence games/ educational sessions based on your region, community need, local strategies, existing vacancies, and capacity.

Revalue will be coordinating the events in each of your communities, with one taking place each month beginning in November and running through May. The events are open to the public and the target is really any community member (and especially those who may be interested in investing locally!). We have identified this group very broadly as middle class resident with a bank account. Entrepreneurs and small businesses are encouraged to attend although I've been told that the sessions have an investor focus, but as we all know any entrepreneur in the room is going to be thinking how they can use this process to raise capital!

Some of your responsibilities for this event will include:

- 1) to send the event invitation to your mail list and to share it on social media (this will be a specific ask, i.e., share it on these specific dates using this language)*
- 2) to point Revalue toward the hot spots in town for event posters to be sent*
- 3) connect with Revalue's event planner to choose the right venue for the event*
- 4) have an open discussion with Revalue about the local capital dynamics in their region (what kind of activity has happened so far, what are the investment areas of most interest/most undercapitalized, have there been any negative experiences or any sensitive topics we should be aware of, and do they have a preference for what kind of business is pitched to the group [real estate, food/ag, retail, etc.]).*
- 5) Revalue will run their regional outreach and marketing plan by you and ask for any other places/people they should be reaching out to as they work to reach main street investors who may not be plugged in to the usual networks like the Chamber, etc.*

More info to come as I receive

ATTACHMENTS:

- ▣ Live Life Local Campaign Flier
- ▣ SBDC Training Save the Date

Shop Charlevoix Main Street for a chance to win up to \$500 in Downtown Dollars

(1st Place = \$500 2nd Place = \$300 3rd Place = \$100)



CHARLEVOIX LIVE LIFE LOCAL HOLIDAY SHOPPING

It's easy! Here's how to enter:

- 1** Spend \$50 between November 23rd and December 24th in 2018, at any of your favorite Charlevoix Main Street businesses (receipts may be combined).
- 2** Turn receipts into: Ga Ga for kids, Elements, The Clothing Company or The

Lake House through December 30th, 2018. Receive one entry for each \$50 spent. 5,500 entries available.

- 3 Winner will be announced on January 2nd, 2019.

Sponsored by Village Graphics
www.charlevoixmainstreet.org

In Partnership With
MEDC's Michigan Main Street Program
SBDC Presents
2019 Northern MI Training Series



How to Buy or Sell a Business

Thursday, January 31
Boyne City

eCommerce Strategies:
How to Sell Online

Thursday, March 7
Grayling

Creative Marketing Strategies:
Leveraging Community Events
to Boost Sales

Thursday, April 18
Charlevoix

For more information call 231-929-5060



DDA/Main Street Board
210 STATE STREET CHARLEVOIX , MICHIGAN 1 49720
Charlevoix Main Street DDA
(231) 547-3257 lindseyd@cityofcharlevoix.org

Reports

TITLE: Parking Study Presentation

DATE: October 22, 2018

PRESENTED BY: Rob Bacigalupi, AICP Principal Mission North, LLC

BACKGROUND:

Enclosed are materials for the DDA Board relating to the downtown parking study. They include:

- Commuter Survey Results
- Visitor Survey Results
- Parking Count Maps
- Best Practices Report

I look forward to presenting study highlights and getting feedback from the DDA Board on October 22.

ATTACHMENTS:

- ▣ Parking Study Survey Results & Recommendations



Robert Bacigalupi • 627 6th Street • Traverse City, Michigan 49684
Phone: (231) 883-7266 • E-Mail: rob@missionnorthmi.com • Web: www.MissionNorthMI.com

October 12, 2018

Lindsey J. Dotsun
Main Street DDA Director
City of Charlevoix
210 State Street
Charlevoix MI 49720
via email: lindseyd@charlevoixmi.gov

Dear Lindsey:

Enclosed are materials for the DDA Board relating to the downtown parking study. They include:

- Commuter Survey Results
- Visitor Survey Results
- Parking Count Maps
- Best Practices Report

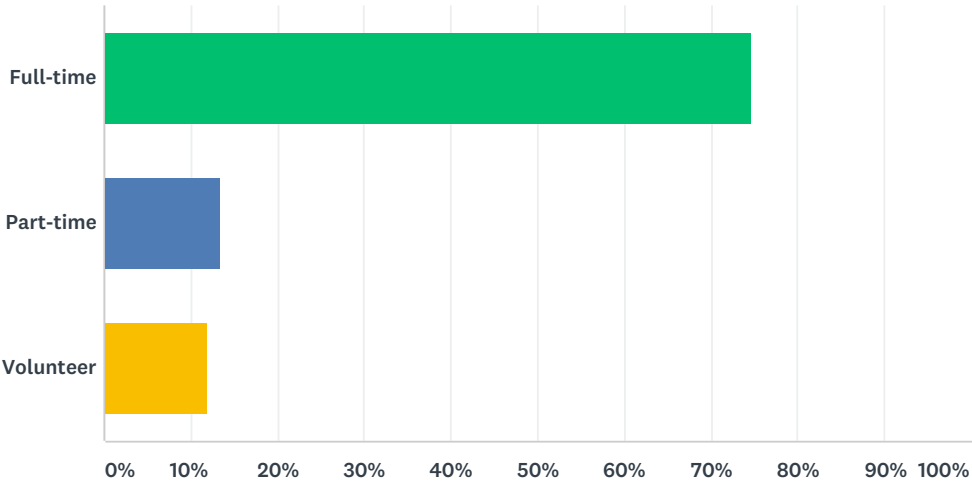
I look forward to presenting study highlights and getting feedback from the DDA Board on October 22. As you know, the City Council reviewed initial findings last month and will discuss this again, with DDA input, at their meeting on October 29.

See you on the 22nd!

Rob Bacigalupi, AICP
Principal, Mission North, LLC

Q1 Describe the nature of your employment in downtown Charlevoix

Answered: 75 Skipped: 2



ANSWER CHOICES	RESPONSES	
Full-time	74.67%	56
Part-time	13.33%	10
Volunteer	12.00%	9
TOTAL		75

Q2 What city, village or township do you live in?

Answered: 76 Skipped: 1

#	RESPONSES	DATE
1	Cvx township	9/6/2018 8:16 PM
2	St James	8/28/2018 2:17 PM
3	Antrim	8/26/2018 3:22 PM
4	hayes	8/26/2018 11:50 AM
5	Elk Rapids	8/25/2018 8:10 PM
6	Charlevoix	8/24/2018 1:28 PM
7	East Jordan	8/24/2018 7:52 AM
8	Boyne city	8/23/2018 10:04 PM
9	F	8/23/2018 8:48 PM
10	Marion	8/23/2018 5:02 PM
11	Charlevoix Township	8/22/2018 11:00 PM
12	Petoskey	8/22/2018 6:52 PM
13	Marion	8/22/2018 6:11 PM
14	Charlevoix township	8/22/2018 2:10 PM
15	Eveline	8/22/2018 1:59 PM
16	Charlevoix	8/22/2018 10:06 AM
17	Bay Shore	8/22/2018 7:48 AM
18	Marion	8/22/2018 7:01 AM
19	Norwood	8/22/2018 5:27 AM
20	City of Charlevoix	8/22/2018 2:37 AM
21	Hayes township	8/22/2018 2:22 AM
22	Star Township	8/22/2018 1:51 AM
23	Charlevoix township	8/21/2018 10:58 PM
24	Charlevoix	8/21/2018 10:30 PM
25	Charlevoix	8/21/2018 9:23 PM
26	Ironton	8/21/2018 9:18 PM
27	City of Charlevoix	8/21/2018 9:05 PM
28	Chx	8/21/2018 8:37 PM
29	Hayes	8/21/2018 8:22 PM
30	Marion twp.	8/21/2018 8:13 PM
31	Marion township	8/21/2018 7:53 PM
32	Charlevoix	8/21/2018 7:16 PM
33	Norwood twp	8/21/2018 6:11 PM
34	Ellsworth	8/21/2018 4:04 PM
35	Marian	8/21/2018 3:34 PM

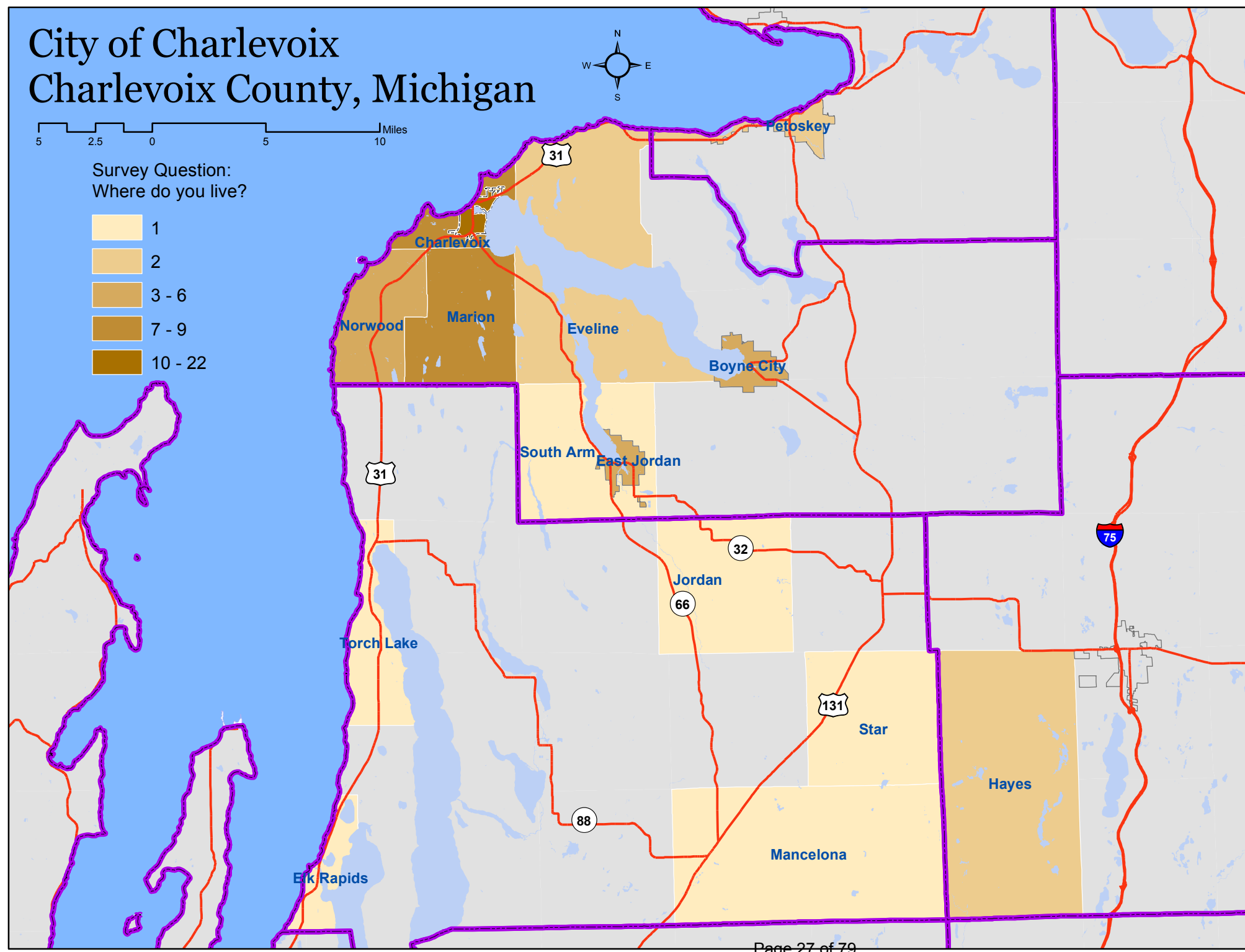
36	Charlevoix Township	8/21/2018 3:32 PM
37	Norwood	8/21/2018 3:17 PM
38	East Jordan	8/21/2018 2:54 PM
39	Charlevoix	8/21/2018 2:52 PM
40	Bayshore	8/21/2018 2:43 PM
41	Bellaire	8/21/2018 1:55 PM
42	Charlevoix township	8/21/2018 1:23 PM
43	Marion	8/21/2018 1:17 PM
44	Charlevoix Township	8/21/2018 1:00 PM
45	Boyne City	8/21/2018 12:54 PM
46	Charlevoix	8/21/2018 12:49 PM
47	Hayes Twp	8/20/2018 2:04 PM
48	Charlevoix	8/16/2018 8:55 AM
49	Charlevoix Twp	8/15/2018 10:54 PM
50	Charlevoix Top	8/15/2018 4:44 PM
51	Charlevoix	8/15/2018 4:42 PM
52	torch lake	8/15/2018 4:19 PM
53	Charlevoix	8/15/2018 4:13 PM
54	Norwood	8/14/2018 4:32 PM
55	Charlevoix	8/13/2018 4:29 PM
56	East Jordan	8/13/2018 12:27 PM
57	City	8/13/2018 12:10 AM
58	Petoskey	8/12/2018 11:00 PM
59	Charlevoix co	8/12/2018 10:51 PM
60	Jordan	8/12/2018 9:42 PM
61	Ellsworth	8/12/2018 9:23 PM
62	Charlevoix	8/12/2018 9:01 PM
63	Charlevoix	8/12/2018 5:48 PM
64	Boyne City	8/12/2018 5:48 PM
65	Charlevoix	8/12/2018 4:37 PM
66	South arm	8/12/2018 3:51 PM
67	Hayes	8/12/2018 3:25 PM
68	Charlevoix	8/12/2018 2:01 PM
69	Charlevoix	8/12/2018 1:38 PM
70	East Jordan	8/12/2018 1:15 PM
71	Norwood	8/12/2018 12:53 PM
72	Charlevoix	8/12/2018 12:44 PM
73	Norwood	8/12/2018 12:14 PM
74	Charlevoix twp.	8/11/2018 4:25 AM
75	Boyne City	8/10/2018 5:14 PM
76	East Jordan	8/10/2018 2:48 PM

City of Charlevoix

Charlevoix County, Michigan

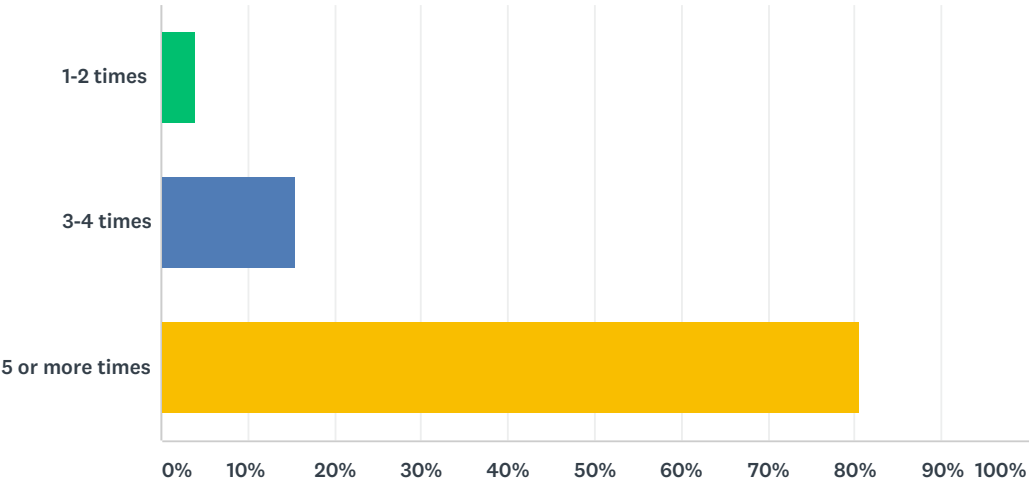


Survey Question:
Where do you live?



Q3 On average, how often do you commute downtown on a weekly basis?

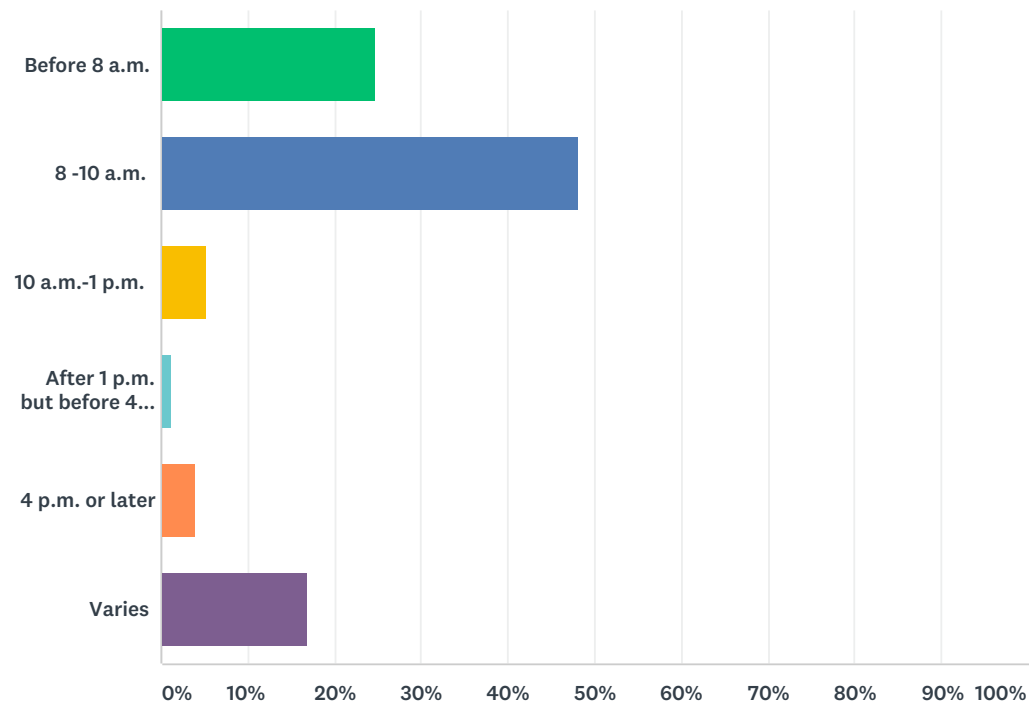
Answered: 77 Skipped: 0



ANSWER CHOICES		RESPONSES	
1-2 times		3.90%	3
3-4 times		15.58%	12
5 or more times		80.52%	62
TOTAL			77

Q4 Typically, when do you arrive at work

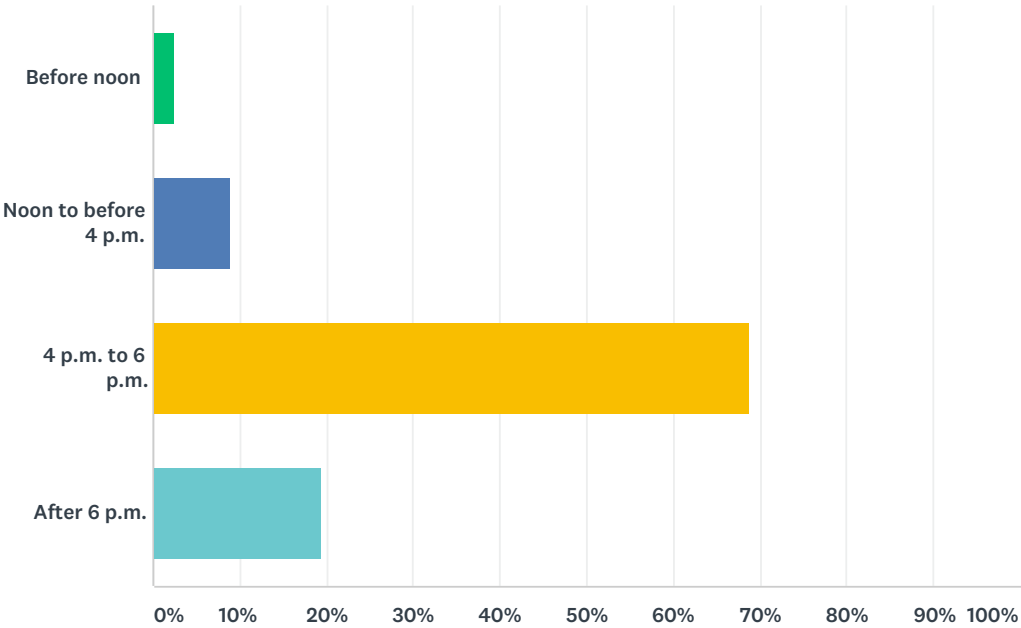
Answered: 77 Skipped: 0



ANSWER CHOICES	RESPONSES	
Before 8 a.m.	24.68%	19
8 -10 a.m.	48.05%	37
10 a.m.-1 p.m.	5.19%	4
After 1 p.m. but before 4 p.m.	1.30%	1
4 p.m. or later	3.90%	3
Varies	16.88%	13
TOTAL		77

Q5 Typically, when do you leave work?

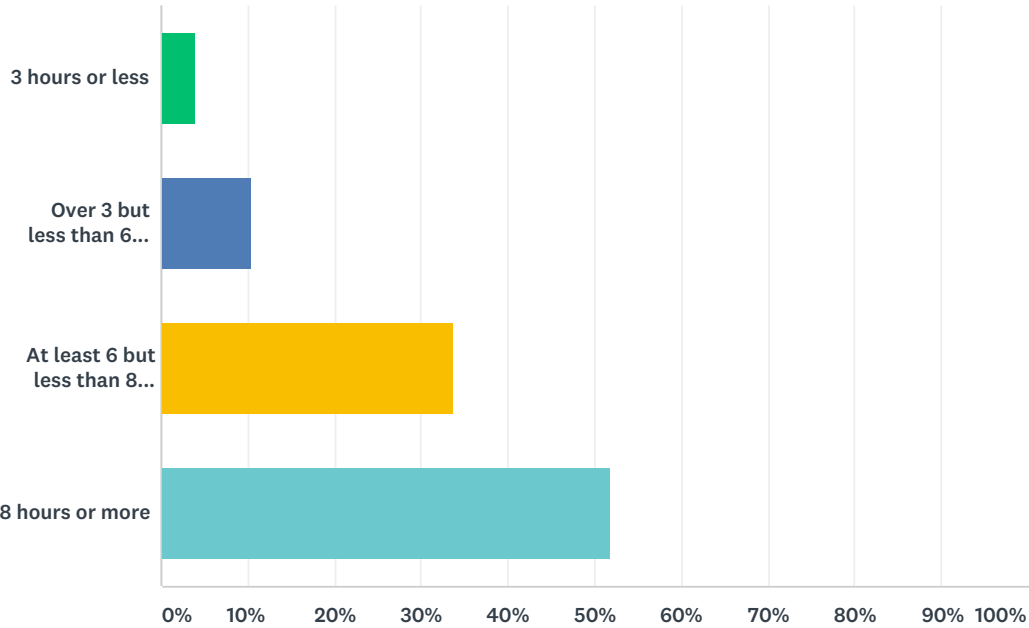
Answered: 77 Skipped: 0



ANSWER CHOICES	RESPONSES	
Before noon	2.60%	2
Noon to before 4 p.m.	9.09%	7
4 p.m. to 6 p.m.	68.83%	53
After 6 p.m.	19.48%	15
TOTAL		77

Q6 What is your typical work day length, or shift length?

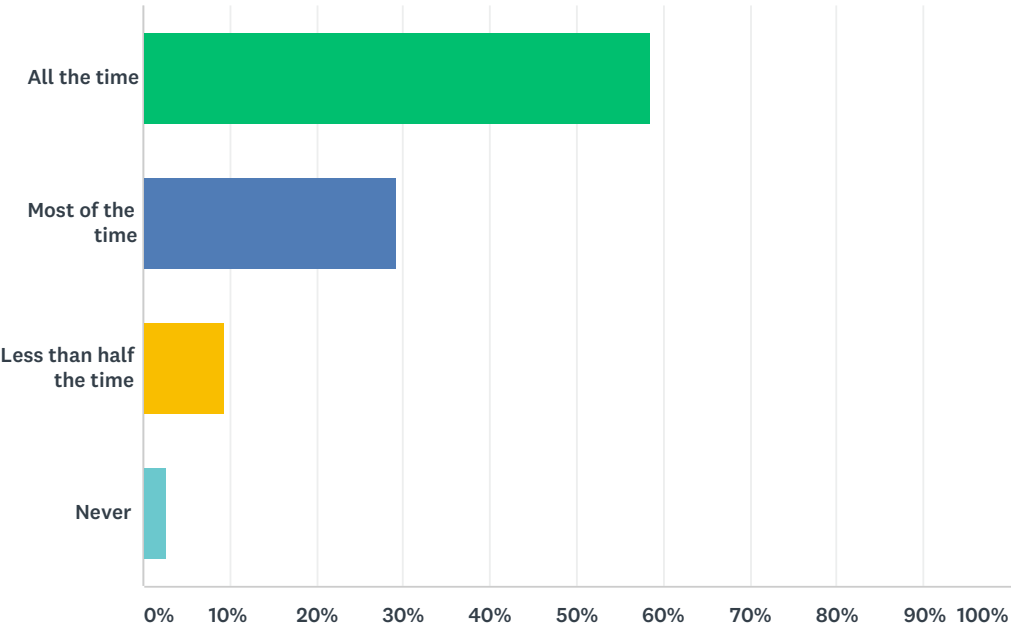
Answered: 77 Skipped: 0



ANSWER CHOICES	RESPONSES	
3 hours or less	3.90%	3
Over 3 but less than 6 hours	10.39%	8
At least 6 but less than 8 hours	33.77%	26
8 hours or more	51.95%	40
TOTAL		77

Q7 Drive alone

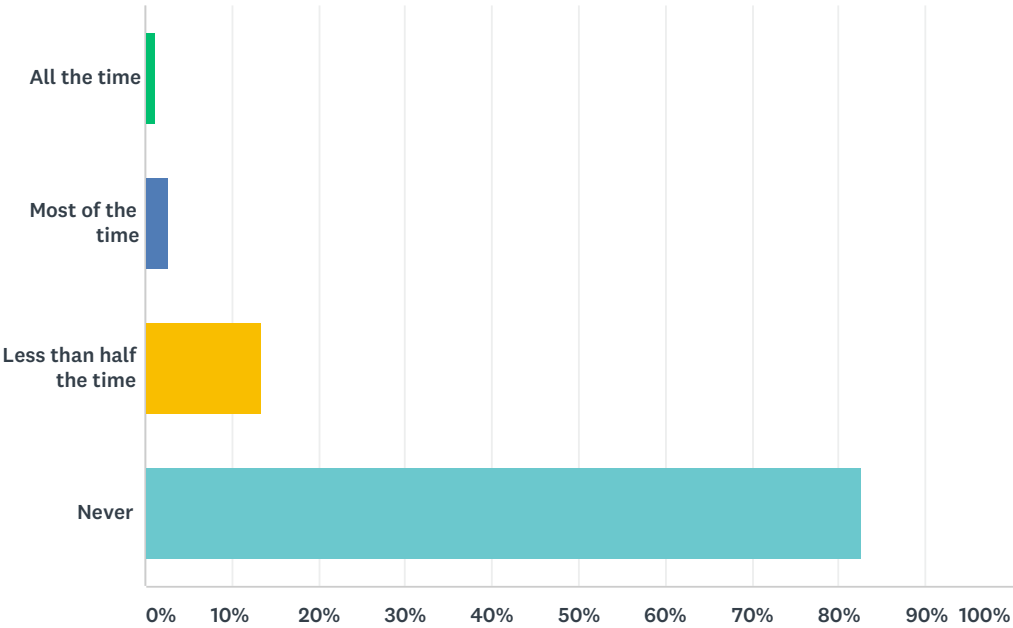
Answered: 75 Skipped: 2



ANSWER CHOICES	RESPONSES	
All the time	58.67%	44
Most of the time	29.33%	22
Less than half the time	9.33%	7
Never	2.67%	2
TOTAL		75

Q8 Car pool

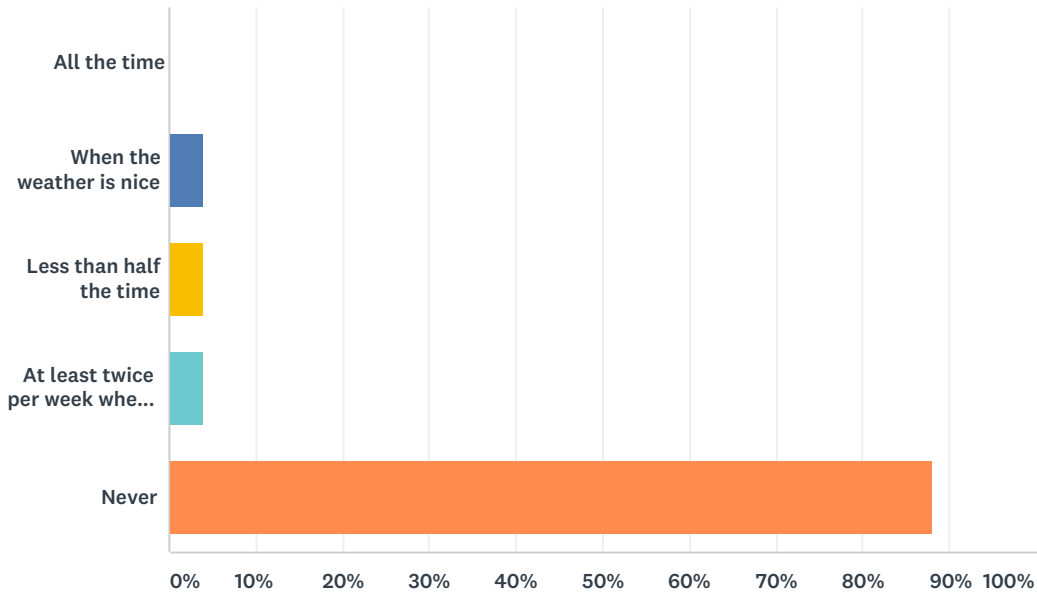
Answered: 75 Skipped: 2



ANSWER CHOICES	RESPONSES	
All the time	1.33%	1
Most of the time	2.67%	2
Less than half the time	13.33%	10
Never	82.67%	62
TOTAL		75

Q9 Bike

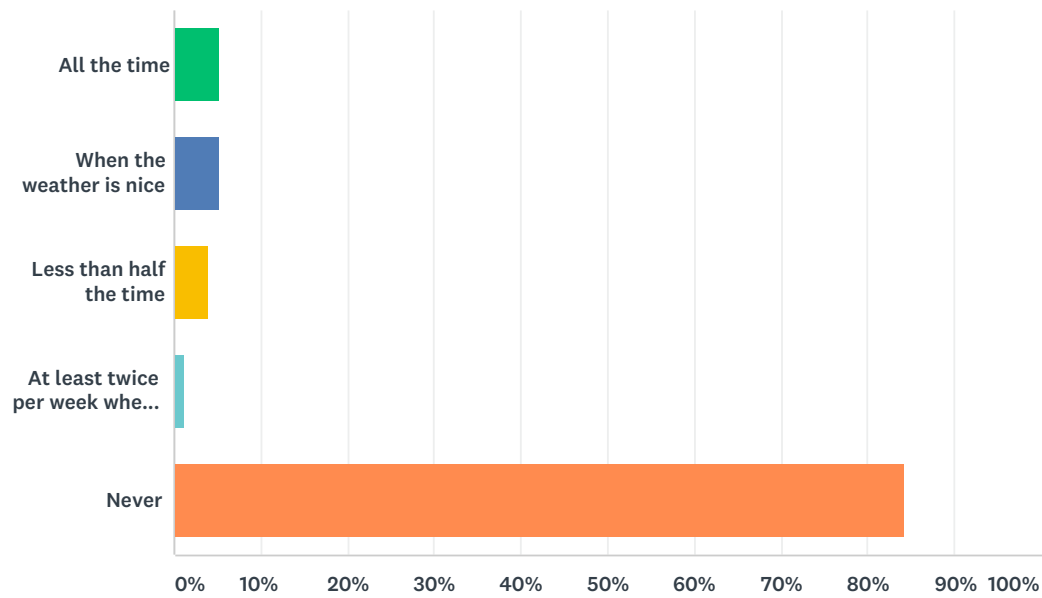
Answered: 75 Skipped: 2



ANSWER CHOICES	RESPONSES	
All the time	0.00%	0
When the weather is nice	4.00%	3
Less than half the time	4.00%	3
At least twice per week when the weather is nice	4.00%	3
Never	88.00%	66
TOTAL		75

Q10 Walk

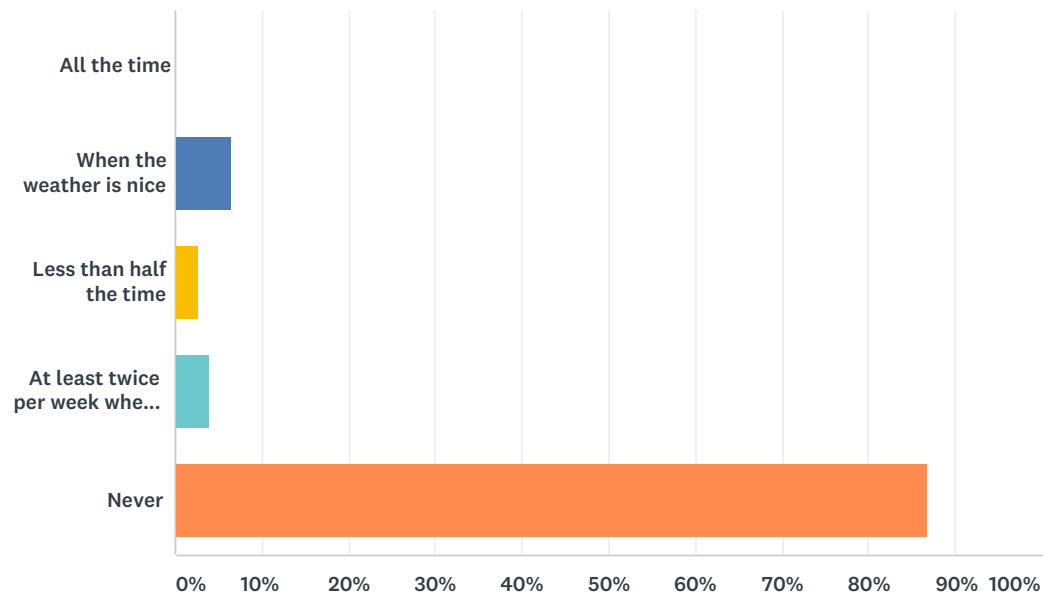
Answered: 76 Skipped: 1



ANSWER CHOICES		RESPONSES	
All the time		5.26%	4
When the weather is nice		5.26%	4
Less than half the time		3.95%	3
At least twice per week when the weather is nice		1.32%	1
Never		84.21%	64
TOTAL			76

Q11 Boat

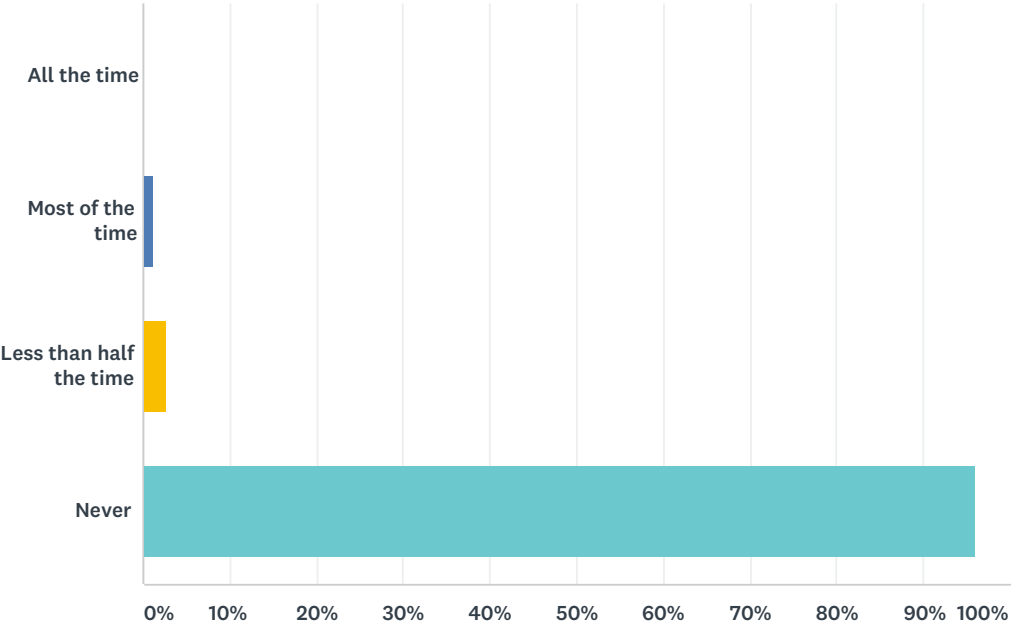
Answered: 76 Skipped: 1



ANSWER CHOICES		RESPONSES	
All the time		0.00%	0
When the weather is nice		6.58%	5
Less than half the time		2.63%	2
At least twice per week when the weather is nice		3.95%	3
Never		86.84%	66
TOTAL			76

Q12 Transit

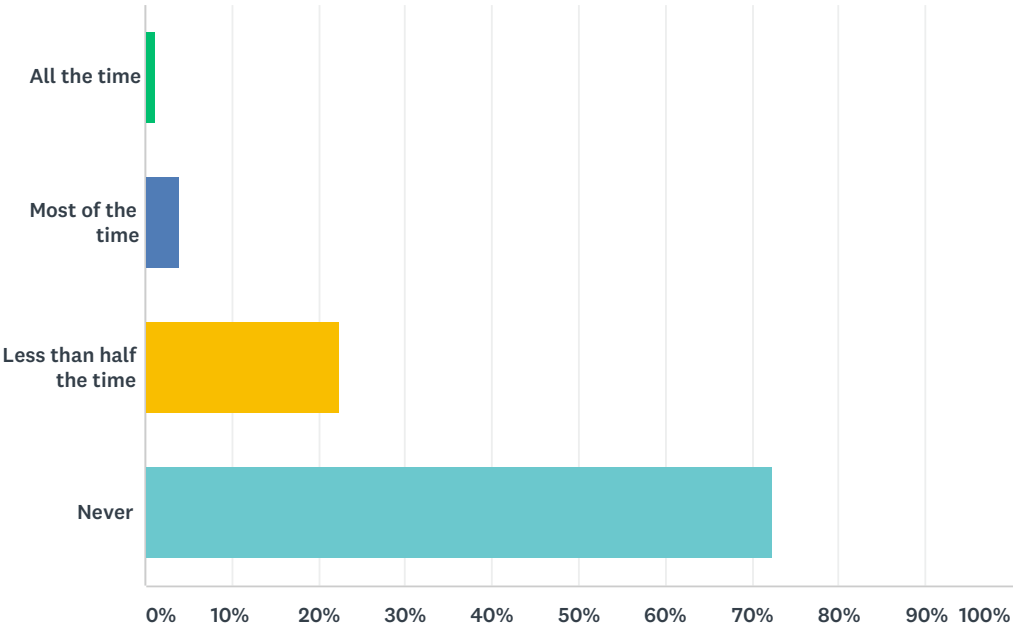
Answered: 76 Skipped: 1



ANSWER CHOICES		RESPONSES	
All the time		0.00%	0
Most of the time		1.32%	1
Less than half the time		2.63%	2
Never		96.05%	73
TOTAL			76

Q13 Are there days when you work at your primary job from home (telecommute)?

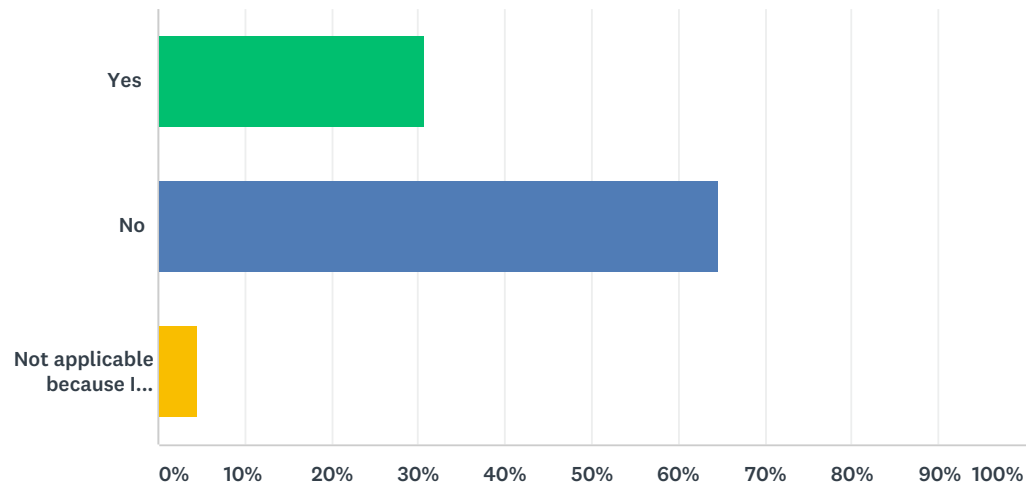
Answered: 76 Skipped: 1



ANSWER CHOICES	RESPONSES	
All the time	1.32%	1
Most of the time	3.95%	3
Less than half the time	22.37%	17
Never	72.37%	55
TOTAL		76

Q14 Would you be interested in using other modes of transportation, at least some of the time, instead of driving alone to work?

Answered: 65 Skipped: 12



ANSWER CHOICES		RESPONSES	
Yes		30.77%	20
No		64.62%	42
Not applicable because I always use other modes		4.62%	3
TOTAL			65

Q15 What are some of the reasons preventing you from using commuting modes other than driving alone?

Answered: 61 Skipped: 16

#	RESPONSES	DATE
1	begin and end at different times	8/26/2018 3:29 PM
2	no other options	8/26/2018 11:51 AM
3	Not able due to hours working	8/25/2018 8:15 PM
4	NA	8/24/2018 1:30 PM
5	The public transit is not efficient for my needs. As far as car-pooling , there is no one else going in from where I am when I am	8/24/2018 7:55 AM
6	Need my car at work	8/23/2018 5:03 PM
7	Nothing	8/22/2018 11:03 PM
8	Hectic schedule.	8/22/2018 6:54 PM
9	Constantly having to run all over the place. I have to have my car and sometimes am not back before quitting time has ended, so would be frustrating for the people riding with me.	8/22/2018 6:15 PM
10	I have a business that requires me to pull a trailer	8/22/2018 2:12 PM
11	bus hours, convenience, distance from town, bike safety	8/22/2018 2:02 PM
12	D	8/22/2018 10:08 AM
13	Convenience	8/22/2018 7:49 AM
14	I like my alone time in the car	8/22/2018 7:03 AM
15	Time of job changes	8/22/2018 5:29 AM
16	I live 7 miles out of town and work 12 hour midnight shifts	8/22/2018 2:24 AM
17	Remote location	8/22/2018 1:53 AM
18	Takes too much time.	8/21/2018 11:02 PM
19	I like the freedom of my own vehicle	8/21/2018 10:34 PM
20	N/A	8/21/2018 9:27 PM
21	Freedom	8/21/2018 9:19 PM
22	My job requires me to use my vehicle to travel around the county including Charlevoix daily.	8/21/2018 9:12 PM
23	Live 1/2 mile away	8/21/2018 9:06 PM
24	Variety of hours worked.	8/21/2018 8:38 PM
25	Luv to drive...	8/21/2018 8:14 PM
26	Biking limited seasonally	8/21/2018 7:56 PM
27	Times to leave and return	8/21/2018 7:18 PM
28	Distance from home. No other options	8/21/2018 6:14 PM
29	Variable work times	8/21/2018 4:05 PM
30	Irregular schedule and the need to run errands during work day	8/21/2018 3:44 PM
31	It's my job	8/21/2018 3:36 PM
32	Nobody to ride with that lives near me.	8/21/2018 2:58 PM

33	None available	8/21/2018 2:44 PM
34	Time frame	8/21/2018 1:57 PM
35	Drive for work and could change at anytime	8/21/2018 1:26 PM
36	Wait	8/21/2018 1:25 PM
37	I live 25 miles away, my work hours vary up to leaving at 10pm.	8/21/2018 12:59 PM
38	I come and go all day for meetings and having a vehicle available is a necessity.	8/20/2018 2:06 PM
39	There isn't a quick and easy one.	8/16/2018 9:03 AM
40	Too far to walk both ways.	8/15/2018 10:58 PM
41	impractical	8/15/2018 4:45 PM
42	weather, convenience of moving business equipment in car instead of walking	8/15/2018 4:43 PM
43	Need vehicle during the day for appointments, scedule varies.	8/15/2018 4:22 PM
44	my job requires a great deal or running to other meetings in other areas. I am constantly on the go.	8/15/2018 4:15 PM
45	Wouldn't help the commuting situation	8/14/2018 4:38 PM
46	Irregular schedule	8/13/2018 12:11 AM
47	Long drive to work	8/12/2018 11:05 PM
48	Flexibility and independence	8/12/2018 11:02 PM
49	I live too far away, have to drive to commute	8/12/2018 9:44 PM
50	There's really no other options.	8/12/2018 9:26 PM
51	Running other errands. Not convenient	8/12/2018 9:04 PM
52	Time	8/12/2018 5:49 PM
53	My drive is too long and my family's schedule clashes with mine to carpool	8/12/2018 4:40 PM
54	Length of commute	8/12/2018 3:54 PM
55	Need to look professional and clean, not sweaty from walking or biking	8/12/2018 1:41 PM
56	I live in East Jordan and no I am not taking the transit to freaking work!	8/12/2018 1:17 PM
57	Live outside of town	8/12/2018 12:46 PM
58	Not a consistant work schedule and living out of town	8/12/2018 12:17 PM
59	Time	8/11/2018 4:29 AM
60	Flexible work schedule and need my car for work	8/10/2018 5:16 PM
61	None are available to me in the time frame I need	8/10/2018 2:49 PM

Q16 How much do you spend monthly on parking for work?

Answered: 64 Skipped: 13

#	RESPONSES	DATE
1	\$125.00	8/26/2018 3:29 PM
2	\$0	8/26/2018 11:51 AM
3	0.00	8/25/2018 8:15 PM
4	\$5	8/24/2018 1:30 PM
5	zero	8/24/2018 7:55 AM
6	0	8/23/2018 5:03 PM
7	0	8/22/2018 11:03 PM
8	0	8/22/2018 6:54 PM
9	0.00, generally (Beacon Center Lot)	8/22/2018 6:15 PM
10	0.00	8/22/2018 2:12 PM
11	none	8/22/2018 2:02 PM
12	3	8/22/2018 10:08 AM
13	20.00	8/22/2018 7:49 AM
14	0	8/22/2018 7:03 AM
15	Nothing other than gas.	8/22/2018 5:29 AM
16	0	8/22/2018 2:24 AM
17	0	8/22/2018 1:53 AM
18	0.00	8/21/2018 11:02 PM
19	0	8/21/2018 10:34 PM
20	\$0	8/21/2018 9:27 PM
21	Zero	8/21/2018 9:19 PM
22	Nothing	8/21/2018 9:12 PM
23	80	8/21/2018 9:06 PM
24	None	8/21/2018 8:38 PM
25	0	8/21/2018 8:14 PM
26	Zero	8/21/2018 7:56 PM
27	0	8/21/2018 7:18 PM
28	Zero	8/21/2018 6:14 PM
29	0	8/21/2018 4:05 PM
30	0	8/21/2018 3:44 PM
31	0	8/21/2018 3:36 PM
32	0	8/21/2018 2:58 PM
33	Nothing	8/21/2018 2:44 PM
34	\$0	8/21/2018 1:57 PM
35	At least 2 twice a day if not more	8/21/2018 1:26 PM

36	0.00	8/21/2018 1:25 PM
37	0	8/21/2018 12:59 PM
38	10.00	8/20/2018 2:06 PM
39	None	8/16/2018 9:03 AM
40	\$0	8/15/2018 10:58 PM
41	\$0	8/15/2018 4:45 PM
42	0	8/15/2018 4:43 PM
43	0	8/15/2018 4:22 PM
44	0	8/15/2018 4:15 PM
45	Too much	8/14/2018 4:38 PM
46	\$0	8/13/2018 4:30 PM
47	0	8/13/2018 12:28 PM
48	Zero	8/13/2018 12:11 AM
49	60-70\$	8/12/2018 11:05 PM
50	Zero	8/12/2018 11:02 PM
51	NA	8/12/2018 9:44 PM
52	None	8/12/2018 9:26 PM
53	None	8/12/2018 9:04 PM
54	0	8/12/2018 5:49 PM
55	Not entirely sure	8/12/2018 4:40 PM
56	None	8/12/2018 3:54 PM
57	Family	8/12/2018 3:26 PM
58	0	8/12/2018 1:41 PM
59	So far \$90 in parking tickets	8/12/2018 1:17 PM
60	0	8/12/2018 12:46 PM
61	0	8/12/2018 12:17 PM
62	\$0	8/11/2018 4:29 AM
63	None	8/10/2018 5:16 PM
64	\$0	8/10/2018 2:49 PM

Q17 Do you have any suggestions regarding improving parking in downtown Charlevoix?

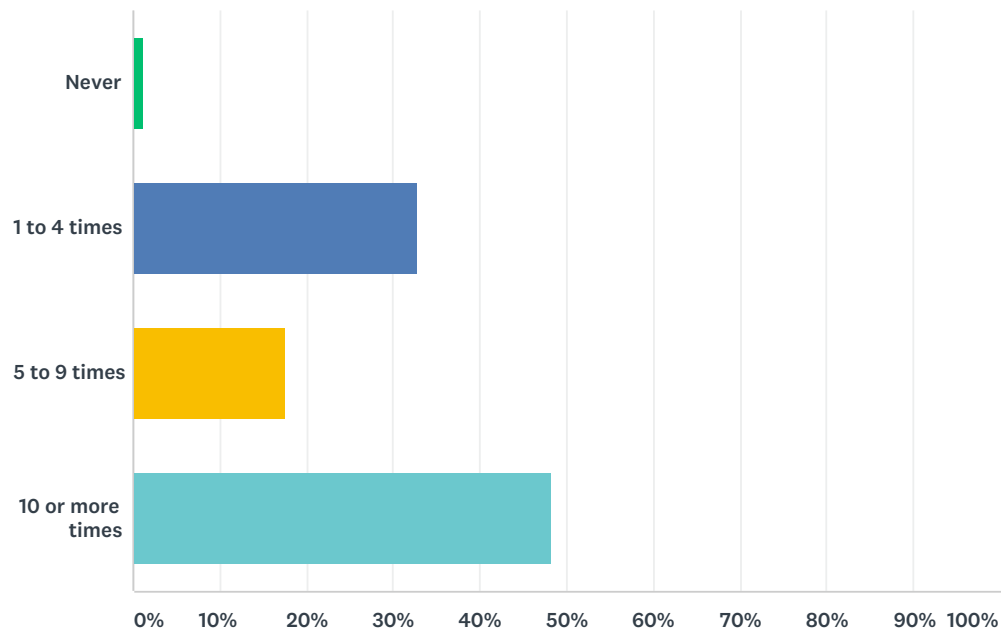
Answered: 53 Skipped: 24

#	RESPONSES	DATE
1	Create a bypass of the traffic downtown	8/28/2018 2:18 PM
2	shuttle bus from a vacant place and drop people off close to work	8/26/2018 3:29 PM
3	widen the roads	8/26/2018 11:51 AM
4	No parking meters	8/25/2018 8:15 PM
5	Local downtown employees get a visible parking pass	8/24/2018 1:30 PM
6	local/worker parking stickers or a full lot for workers ONLY with visitors being ticketed or 'booted' for being there	8/24/2018 7:55 AM
7	No	8/22/2018 11:03 PM
8	We need a parking structure (or two) that makes for more parking and adds the amount of handicapped parking we have available. For a growing population of our town and the popularity of visitors, it seems like a structure or two would be super helpful	8/22/2018 6:15 PM
9	Get more	8/22/2018 2:12 PM
10	underground parking structure!! \$\$\$\$	8/22/2018 2:02 PM
11	N	8/22/2018 10:08 AM
12	Parking pass for people who work in the downtown	8/22/2018 7:03 AM
13	Better and cleaned lots. No parking meters.	8/22/2018 5:29 AM
14	The slant parking on State for church on Sundays should be time limited. Others park like that and leave their car for the whole day.	8/22/2018 2:24 AM
15	Make more spots between East Park & BIBC Co available to the public. Most of those reserved spots are rarely occupied.	8/21/2018 11:02 PM
16	Build a parking structure off downtown site and shuttle workers	8/21/2018 10:34 PM
17	Would like availability of over night parking in some city lots during the winter. Would also like to see business open lots to the public on evenings and weekends like they do in Petoskey.	8/21/2018 9:27 PM
18	No	8/21/2018 9:19 PM
19	During events have people park out of town and provide a shuttle.	8/21/2018 9:12 PM
20	No	8/21/2018 8:38 PM
21	Gravel area by fisheries station could be paved and lined	8/21/2018 7:56 PM
22	Add a parking garage in the Library, or the airport (with transport downtown) or the elementary school	8/21/2018 7:18 PM
23	Parking passes for us. Free	8/21/2018 6:14 PM
24	More parking.	8/21/2018 4:05 PM
25	More bike racks to encourage biking	8/21/2018 3:44 PM
26	Keep a little further from the corners	8/21/2018 3:36 PM
27	Give local year round workers a break on parking. Perhaps allow them to purchase parking permits to avoid fines . Plus the city makes money.	8/21/2018 2:58 PM
28	More	8/21/2018 2:44 PM
29	Stop blocking park spot downtown for every event in the park	8/21/2018 1:26 PM

30	Creating employee parking 1 to 2 blocks from downtown so that there's still space for visitors during during summer and events when it's needed most.	8/21/2018 12:59 PM
31	more free parking please	8/20/2018 2:06 PM
32	We need more parking about two months a year. An off site employee lot that's walking distance but with golf cart shuttle could clear up some downtown space, if there was an incentive to use it...otherwise, enlarging existing lots to two stories would help.	8/16/2018 9:03 AM
33	Parking spaces outside of downtown with a shuttle	8/15/2018 10:58 PM
34	Provide off-site parking on N and S sides of town with regular scheduled shuttles. Provide incentive for employee use.	8/15/2018 4:22 PM
35	Bulldoze the circle of arts and put in a parking garage which will eliminate the need to pay someone to patrol bridge street. Eliminate street parking on bridge street and make it double lanes all the way thru. And finally call MDOT and tell them that they are a bunch of dumbasses by attempting to make bridge street one lane!	8/14/2018 4:38 PM
36	More public parking spots.	8/13/2018 4:30 PM
37	No	8/13/2018 12:11 AM
38	Work parking lot only for people who work	8/12/2018 11:05 PM
39	No	8/12/2018 11:02 PM
40	MORE Parking needed	8/12/2018 9:44 PM
41	No	8/12/2018 9:26 PM
42	Designated employee parking area	8/12/2018 9:04 PM
43	No	8/12/2018 5:49 PM
44	Build a parking structure	8/12/2018 4:40 PM
45	Parking structure. More paid reserved spots	8/12/2018 3:54 PM
46	Lots	8/12/2018 3:26 PM
47	No	8/12/2018 1:41 PM
48	Have somewhere for the office employees of dr nemecek to park without spending 2 paychecks for a \$1000 parking spot!	8/12/2018 1:17 PM
49	More availability for downtown workers	8/12/2018 12:46 PM
50	Shuttles for festivals from high school and/or kmart	8/12/2018 12:17 PM
51	Business employees should not take up customer parking.	8/11/2018 4:29 AM
52	Ask the circle of arts to lease spaces in their lot to businesses for dedicated parking. Their lot is always empty.	8/10/2018 5:16 PM
53	Designated employee parking	8/10/2018 2:49 PM

Q1 How often do you visit downtown Charlevoix on a monthly basis?

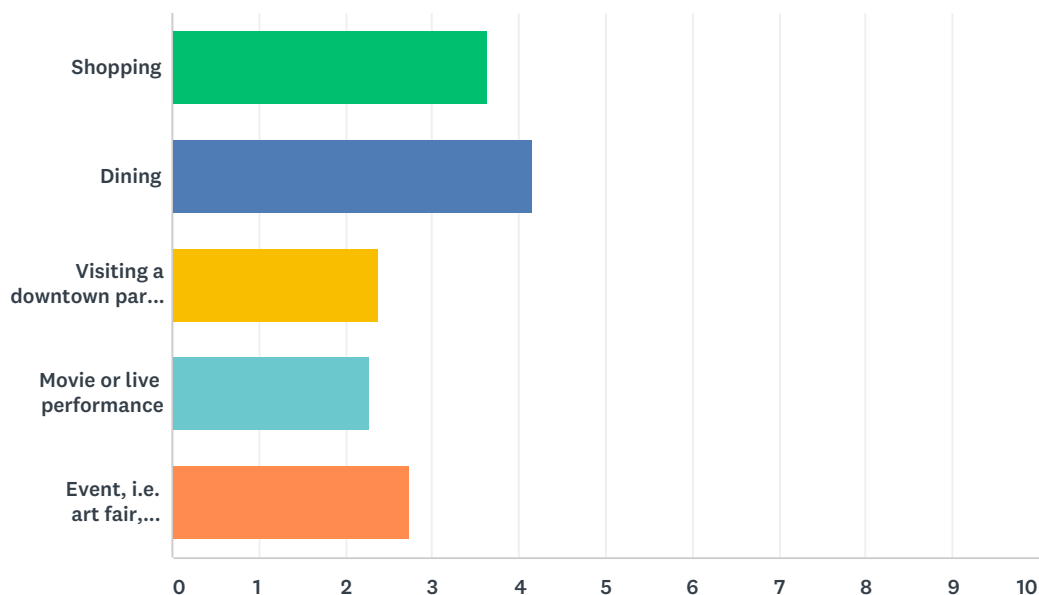
Answered: 234 Skipped: 2



ANSWER CHOICES		RESPONSES	
Never		1.28%	3
1 to 4 times		32.91%	77
5 to 9 times		17.52%	41
10 or more times		48.29%	113
TOTAL			234

Q2 Rate in order of importance the typical reason for your visit to downtown (1 being most important, and 5 the least)

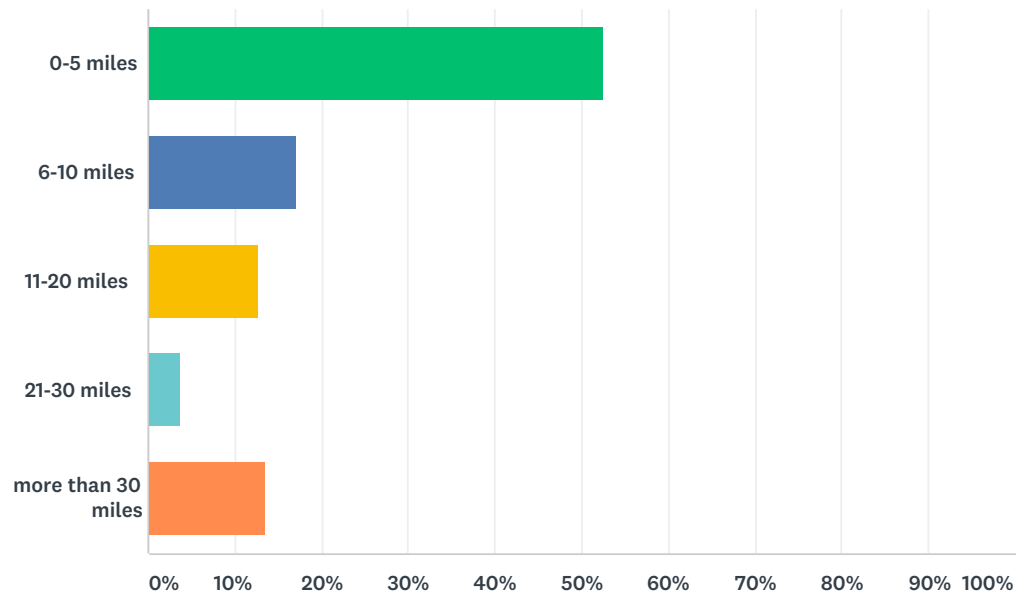
Answered: 235 Skipped: 1



	1	2	3	4	5	TOTAL	SCORE
Shopping	29.36% 64	35.32% 77	16.97% 37	6.88% 15	11.47% 25	218	3.64
Dining	49.77% 110	29.86% 66	9.50% 21	8.14% 18	2.71% 6	221	4.16
Visiting a downtown park (other than live performance)	8.49% 18	10.38% 22	26.42% 56	20.75% 44	33.96% 72	212	2.39
Movie or live performance	6.45% 14	9.22% 20	17.51% 38	38.25% 83	28.57% 62	217	2.27
Event, i.e. art fair, Venetian Festival	9.82% 22	18.30% 41	29.02% 65	22.32% 50	20.54% 46	224	2.75

Q3 What distance do you travel between your home and downtown Charlevoix?

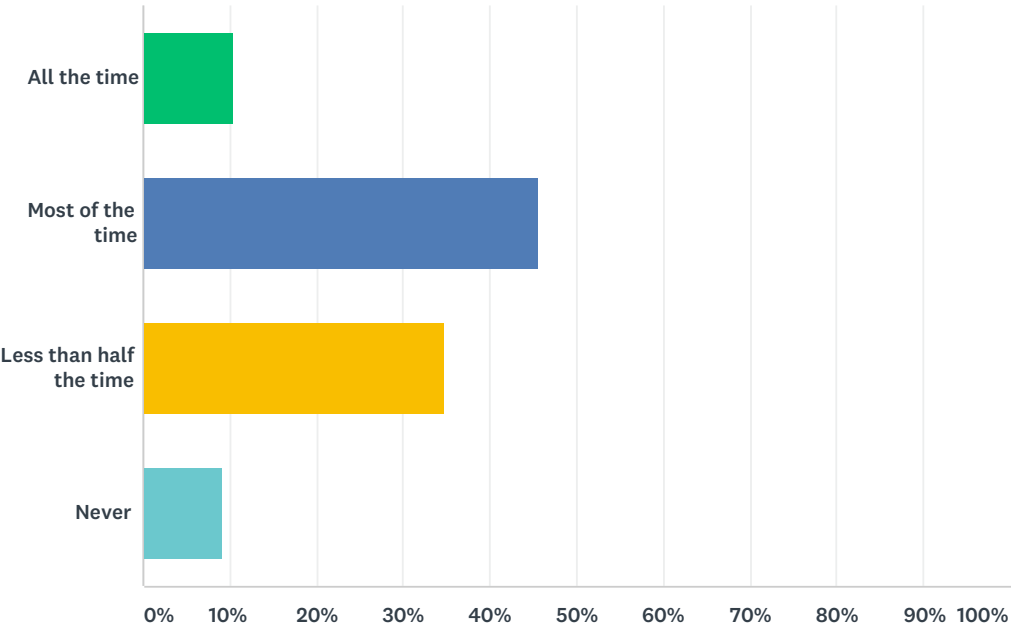
Answered: 234 Skipped: 2



ANSWER CHOICES	RESPONSES	
0-5 miles	52.56%	123
6-10 miles	17.09%	40
11-20 miles	12.82%	30
21-30 miles	3.85%	9
more than 30 miles	13.68%	32
TOTAL		234

Q4 Drive alone

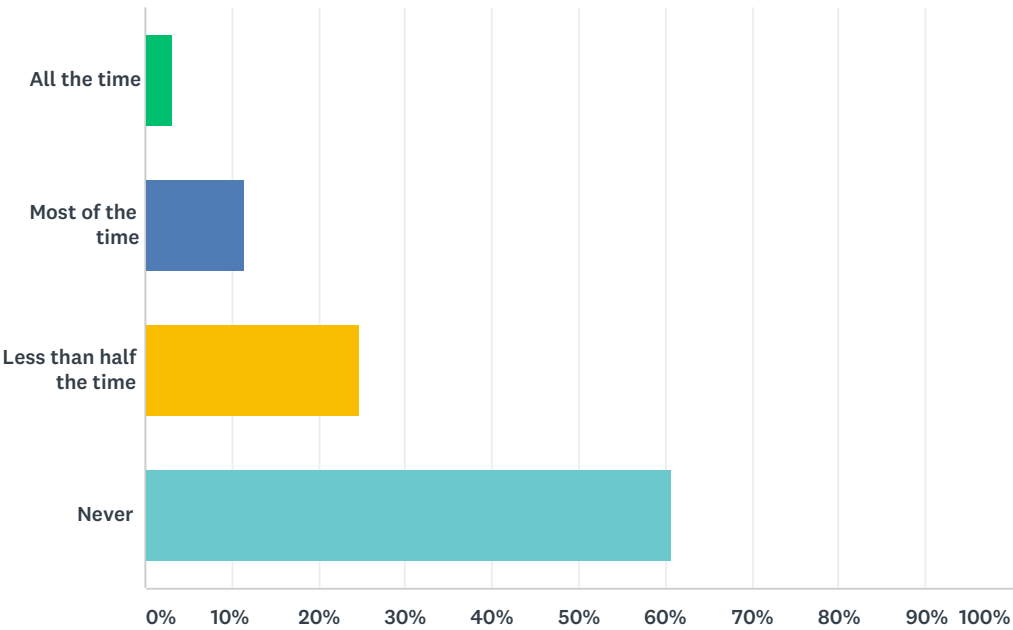
Answered: 219 Skipped: 17



ANSWER CHOICES		RESPONSES	
All the time		10.50%	23
Most of the time		45.66%	100
Less than half the time		34.70%	76
Never		9.13%	20
TOTAL			219

Q5 Car pool

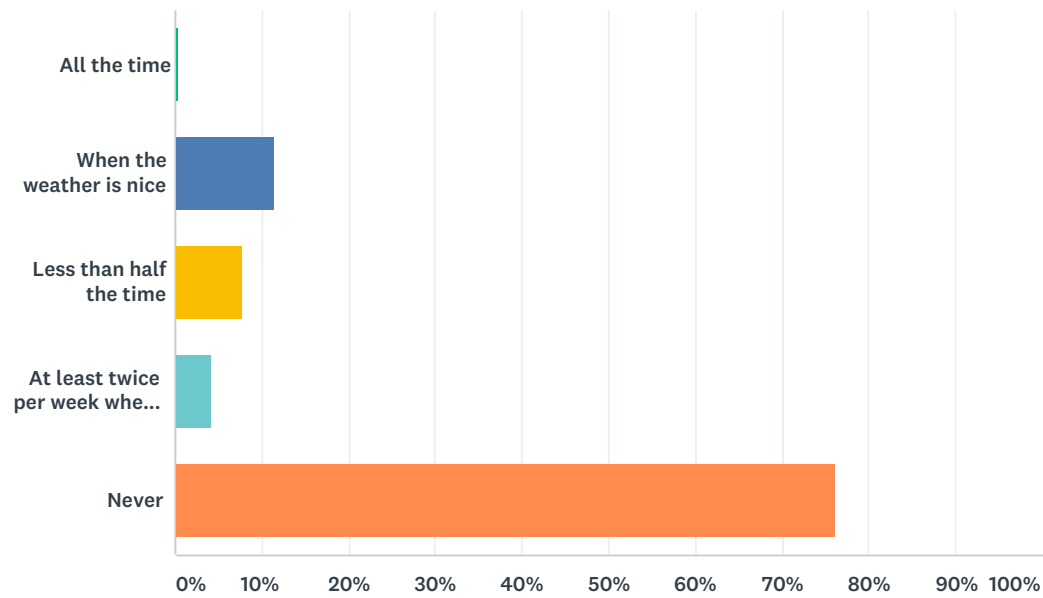
Answered: 219 Skipped: 17



ANSWER CHOICES	RESPONSES	
All the time	3.20%	7
Most of the time	11.42%	25
Less than half the time	24.66%	54
Never	60.73%	133
TOTAL		219

Q6 Bike

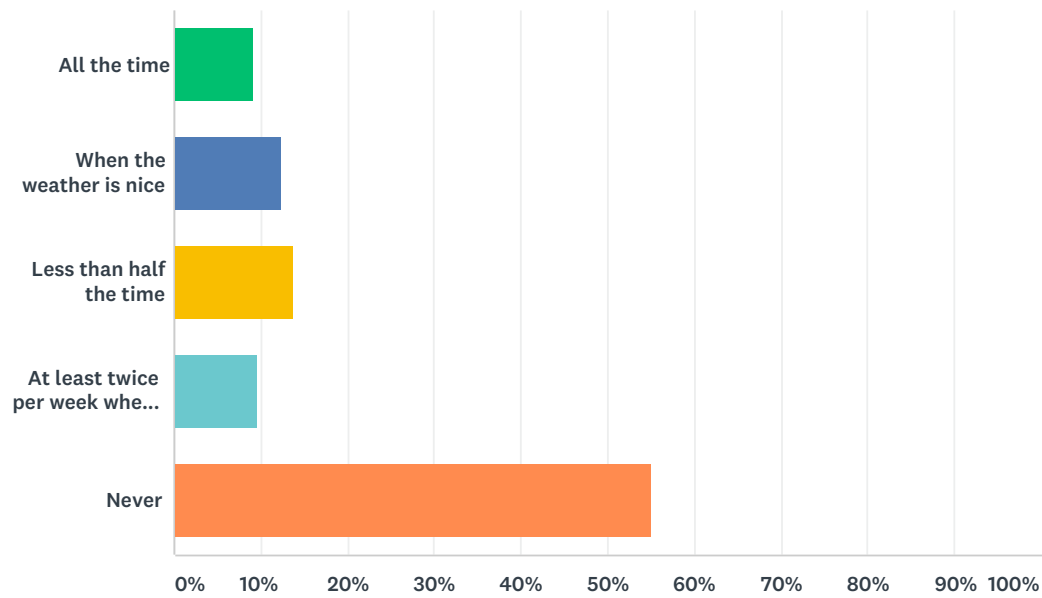
Answered: 218 Skipped: 18



ANSWER CHOICES		RESPONSES	
All the time		0.46%	1
When the weather is nice		11.47%	25
Less than half the time		7.80%	17
At least twice per week when the weather is nice		4.13%	9
Never		76.15%	166
TOTAL			218

Q7 Walk

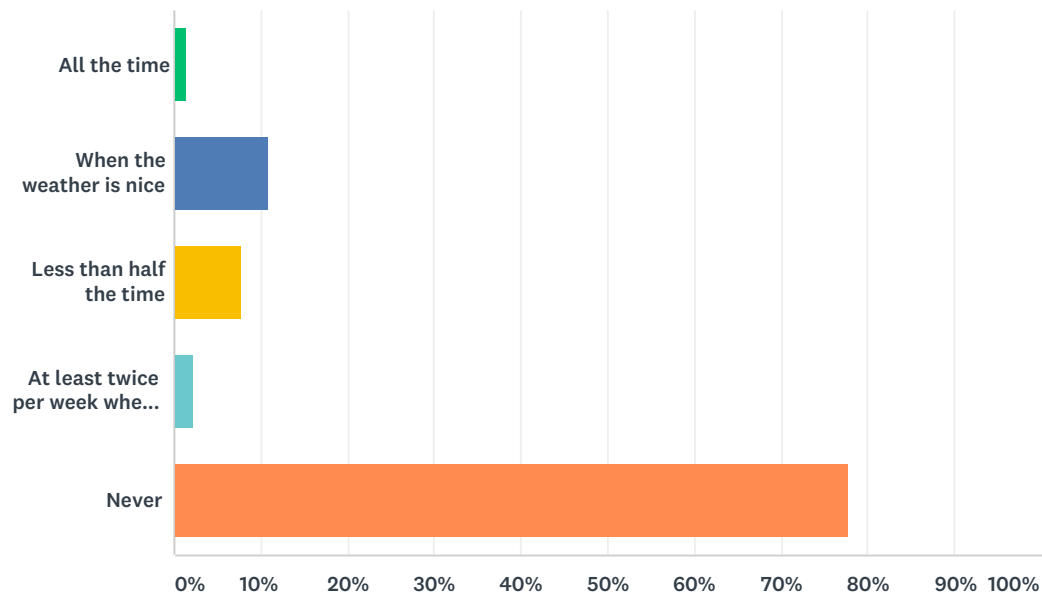
Answered: 218 Skipped: 18



ANSWER CHOICES		RESPONSES	
All the time		9.17%	20
When the weather is nice		12.39%	27
Less than half the time		13.76%	30
At least twice per week when the weather is nice		9.63%	21
Never		55.05%	120
TOTAL			218

Q8 Boat

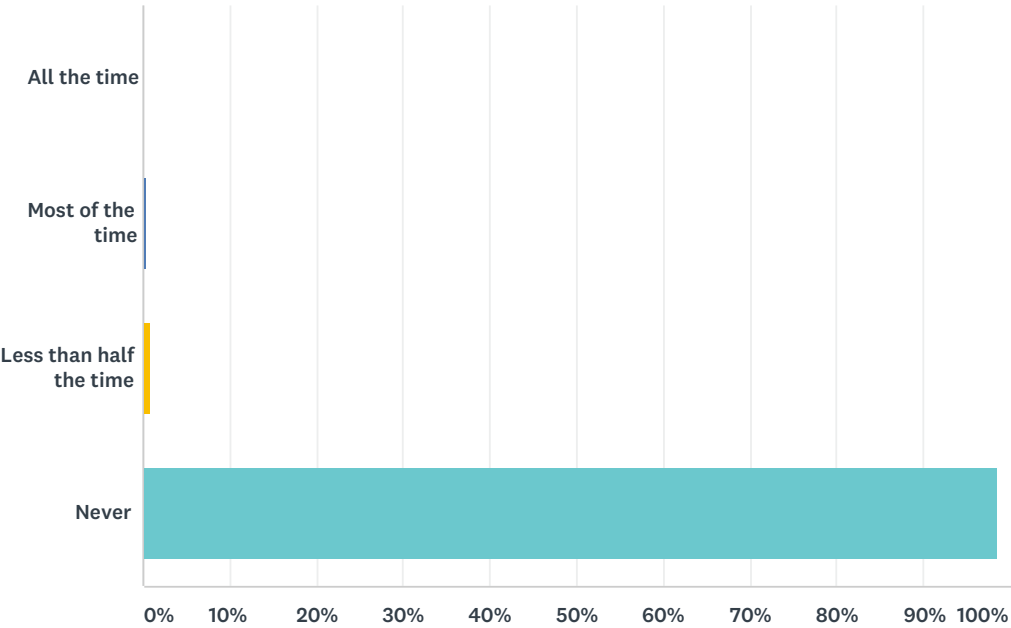
Answered: 220 Skipped: 16



ANSWER CHOICES		RESPONSES	
All the time		1.36%	3
When the weather is nice		10.91%	24
Less than half the time		7.73%	17
At least twice per week when the weather is nice		2.27%	5
Never		77.73%	171
TOTAL			220

Q9 Bus

Answered: 219 Skipped: 17



ANSWER CHOICES		RESPONSES	
All the time		0.00%	0
Most of the time		0.46%	1
Less than half the time		0.91%	2
Never		98.63%	216
TOTAL			219

Q10 What are some of the reasons preventing you from using commuting modes other than driving alone?

Answered: 165 Skipped: 71

#	RESPONSES	DATE
1	Come and go from Beaver Island	8/27/2018 2:52 PM
2	I live so close, it's very quick for me to run up and back.	8/21/2018 3:42 PM
3	I live too close	8/20/2018 8:58 PM
4	none	8/17/2018 10:34 AM
5	In general my guests and I are coming here to stay multiple days from a larger distance away.	8/15/2018 11:00 PM
6	Location away from home	8/15/2018 1:55 PM
7	I'm only two blocks from downtown	8/14/2018 5:17 PM
8	No need, brief stops	8/14/2018 12:26 PM
9	Distance	8/14/2018 12:00 PM
10	no bus is one reason, sometimes bad weather	8/14/2018 11:33 AM
11	heart trouble	8/14/2018 10:50 AM
12	no transportation available from petoskey with workable schedules	8/14/2018 10:45 AM
13	Personal preference	8/14/2018 10:28 AM
14	Live 13 miles from Downtown	8/14/2018 10:13 AM
15	schedule	8/14/2018 8:39 AM
16	Convenience	8/14/2018 7:40 AM
17	I like driving my own car	8/13/2018 10:10 PM
18	I like my own car.	8/13/2018 5:40 PM
19	This is a dumb question. It's not like we have a busing system.	8/13/2018 5:33 PM
20	Too close to town	8/13/2018 5:08 PM
21	convenience and distance	8/13/2018 5:02 PM
22	We are 1 mile away	8/13/2018 4:47 PM
23	Nothing just preference	8/13/2018 4:33 PM
24	I like to walk	8/13/2018 4:32 PM
25	Distance and work. Carrying supplies	8/13/2018 4:25 PM
26	I work downtown and have too much to bring with me to use other modes. Not having a close parking space forces me to block the road to drop off large items in front of my business.	8/13/2018 4:17 PM
27	Short distance from town	8/13/2018 3:10 PM
28	not applicable	8/13/2018 11:00 AM
29	inconvenient, lack of shoppers dock space	8/13/2018 9:58 AM
30	because of our proximity, we usually walk	8/13/2018 9:39 AM
31	too far to walk, bike	8/13/2018 9:14 AM
32	Didn't know any were available from where I live!	8/13/2018 8:47 AM
33	Family	8/13/2018 8:27 AM

34	convenience	8/13/2018 8:23 AM
35	convience	8/13/2018 8:19 AM
36	Convenience, availability	8/13/2018 7:50 AM
37	Live too far away. Once in Chx, I walk downtown.	8/13/2018 6:54 AM
38	Having to wait for bus, worry that I won't be on time for appointment and will have to wait unknown amount of time for ride back home	8/13/2018 6:17 AM
39	Convenience	8/12/2018 11:54 PM
40	Not sure	8/12/2018 10:10 PM
41	Not available	8/12/2018 9:44 PM
42	Do not have boat or bike	8/12/2018 4:10 PM
43	Short distance from where we stay	8/12/2018 4:09 PM
44	Not needed	8/12/2018 4:04 PM
45	Na	8/12/2018 2:16 PM
46	no bike trails or adequate parking	8/12/2018 12:42 PM
47	Distance and convience	8/12/2018 10:21 AM
48	Not feasible	8/12/2018 9:36 AM
49	Convenience	8/12/2018 9:34 AM
50	I live close enough to drive	8/12/2018 9:27 AM
51	I live too far away for the other modes and can't afford a boat.	8/12/2018 9:19 AM
52	Driving thru	8/12/2018 8:33 AM
53	Cause this is America and I don't have to	8/12/2018 7:41 AM
54	Timing	8/12/2018 7:27 AM
55	Convenience and distance	8/12/2018 7:20 AM
56	I don't have a bike. What bus is available?	8/12/2018 7:17 AM
57	None	8/12/2018 7:14 AM
58	Not practical	8/12/2018 7:04 AM
59	Distance	8/12/2018 4:14 AM
60	Do not own boat, biking from Boyne city road to 31 is dangerous	8/12/2018 1:30 AM
61	not available from my home... Atwood the Adorable	8/11/2018 11:38 PM
62	We live 50 miles one way so my spouse and I drive together.	8/11/2018 11:32 PM
63	What commuting?	8/11/2018 11:10 PM
64	Live too far away	8/11/2018 11:07 PM
65	Vacationing with boat available	8/11/2018 11:07 PM
66	Distance	8/11/2018 11:06 PM
67	Didn't know they were available.	8/11/2018 11:05 PM
68	Going to get quick coffee Dinner i go with group	8/11/2018 10:50 PM
69	No other reliable form of transportation	8/11/2018 10:47 PM
70	Distance from Charlevoix.	8/11/2018 10:46 PM
71	Children	8/11/2018 10:04 PM
72	I don't work downtown and therefore generally have other family members with me.	8/11/2018 9:58 PM
73	Distance from Charlevoix	8/11/2018 9:56 PM

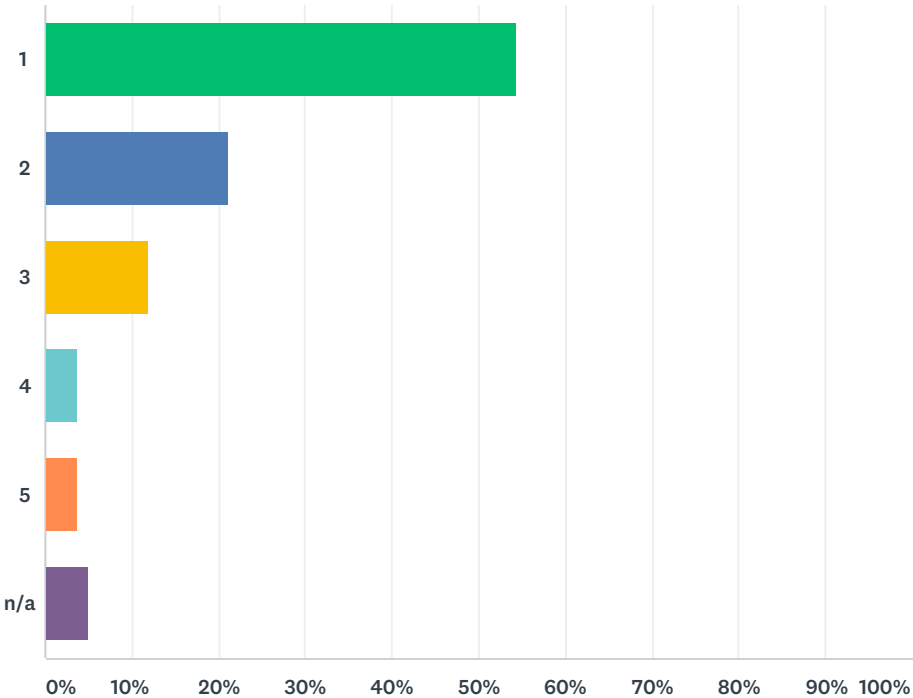
74	Locations from which I travel, which is on the North side about 3 miles from town.	8/11/2018 9:39 PM
75	I don't like being an obstacle to traffic so I refrain from using a bicycle.	8/11/2018 9:26 PM
76	lack of time	8/11/2018 9:05 PM
77	Too far to walk or bike. Don't want to take bus	8/11/2018 9:05 PM
78	Traffic	8/11/2018 8:59 PM
79	Come and go from Beaver Island	8/11/2018 8:55 PM
80	no idea	8/11/2018 8:51 PM
81	Time	8/11/2018 8:50 PM
82	Choice	8/11/2018 8:49 PM
83	Don't care to do it. Prefer driving my own car	8/11/2018 8:45 PM
84	Too many people in my family	8/11/2018 8:33 PM
85	Distance, body ailments	8/11/2018 8:12 PM
86	Didn't know we had options	8/11/2018 8:08 PM
87	Short distance	8/11/2018 8:06 PM
88	Timing	8/11/2018 8:03 PM
89	Convenient	8/11/2018 8:02 PM
90	Convenience	8/11/2018 8:01 PM
91	Only there on vacation. We typically stay just south of Horton Bay so the other modes are not convenient. Our schedule is very relaxed so waiting on a bus would not work at all.	8/11/2018 8:01 PM
92	Travel from my home. Too far to bike	8/11/2018 8:00 PM
93	Children	8/11/2018 7:58 PM
94	Convenience	8/11/2018 7:38 PM
95	Na	8/11/2018 7:32 PM
96	distance and time	8/11/2018 6:45 PM
97	No bike path	8/11/2018 3:13 PM
98	Live so close to downtown that walking is preferred/easiest	8/11/2018 11:59 AM
99	I want control of my coming and going	8/11/2018 11:16 AM
100	distance from downtown	8/11/2018 11:00 AM
101	I live too far out of town	8/11/2018 9:52 AM
102	None	8/11/2018 9:24 AM
103	Can't access from near my home.	8/11/2018 8:59 AM
104	No such options	8/11/2018 8:49 AM
105	Distance	8/11/2018 8:45 AM
106	Going to officeno set schedule	8/11/2018 8:41 AM
107	Convenience	8/11/2018 8:35 AM
108	Worked downtown and limited on times	8/11/2018 8:31 AM
109	convenient. availability	8/11/2018 7:59 AM
110	not available and leave 2 blocks from downtown	8/11/2018 7:56 AM
111	age	8/11/2018 7:53 AM
112	Love to far away	8/11/2018 7:49 AM
113	Not enough shoppers dock space	8/11/2018 7:47 AM

114	The town should be more walking and bike friendly in the immediate downtown.	8/11/2018 3:15 AM
115	Distance	8/10/2018 11:06 PM
116	Schedule.	8/10/2018 11:04 PM
117	Scheduling	8/10/2018 10:23 PM
118	Speed and convenience and maybe ignorance about available modes.	8/10/2018 9:22 PM
119	Parking is limited. Road is congested	8/10/2018 9:07 PM
120	I walk	8/10/2018 9:07 PM
121	Weather and time	8/10/2018 8:59 PM
122	Haste	8/10/2018 8:48 PM
123	None	8/10/2018 8:43 PM
124	Live within walking distance so easier to walk than find parking place during summer	8/10/2018 8:22 PM
125	convenience	8/10/2018 8:16 PM
126	distance	8/10/2018 8:15 PM
127	Time restraints	8/10/2018 8:04 PM
128	Nothing	8/10/2018 8:02 PM
129	Not applicable	8/10/2018 7:34 PM
130	Don't really think about it	8/10/2018 7:26 PM
131	It's to busy in the summer months.	8/10/2018 7:20 PM
132	Ease of driving self	8/10/2018 6:10 PM
133	Cottage is in Ellsworth	8/10/2018 5:59 PM
134	Distance from town	8/10/2018 5:52 PM
135	I have my own reliable transportation, and therefore no reason to depend on another mode.	8/10/2018 5:49 PM
136	Not enough availability	8/10/2018 5:41 PM
137	Personal preference	8/10/2018 5:25 PM
138	Convenience	8/10/2018 5:15 PM
139	don't need them	8/10/2018 5:11 PM
140	Downtown is not bike friendly. It is difficult to compete with traffic.	8/10/2018 4:55 PM
141	None available	8/10/2018 4:44 PM
142	Transit not available	8/10/2018 4:42 PM
143	Distance from out of town.	8/10/2018 4:40 PM
144	usually on business	8/10/2018 4:38 PM
145	When I go downtown by car I am usually conducting my business – or meeting friends from another area of the community and they have to drive separately	8/10/2018 4:36 PM
146	no bus from here	8/10/2018 4:35 PM
147	Possible rain. No real public transportation	8/10/2018 4:35 PM
148	Convenients	8/10/2018 4:29 PM
149	Remote residence	8/10/2018 4:29 PM
150	Not needed; short distance to walk	8/10/2018 4:23 PM
151	I have a car.	8/10/2018 4:22 PM
152	Short distance	8/10/2018 4:19 PM
153	No one on my schedule, often need to be in town for meetings	8/10/2018 4:19 PM

154	I'm paralyzed	8/10/2018 4:18 PM
155	They're inconvenient	8/10/2018 4:17 PM
156	I only live 2 blocks	8/10/2018 4:16 PM
157	We live six blocks from our home to our business. Wife refuses to ride bike due to lack of places and park a bike. Also, let's face it, the tourists behind the wheel are dangerous . At most I will drive my wife to her business and then return home only to pick her up later. Parking will always suck in this town when the tourists are here.	8/10/2018 4:02 PM
158	Weather, I live about .65 miles south	8/10/2018 3:50 PM
159	Not sure	8/10/2018 3:49 PM
160	No interest	8/10/2018 3:44 PM
161	Weather	8/10/2018 3:38 PM
162	I have no friends	8/10/2018 3:15 PM
163	Time schedules	8/10/2018 3:12 PM
164	Only a 9 mile drive for dining or shopping.	8/10/2018 3:12 PM
165	Don't always feel safe biking or walking with summer traffic on Bridge Street	8/10/2018 3:12 PM

Q11 On a scale of 1 to 5, 1 being effortless and 5 being difficult, how easy is finding a parking space in the winter and spring?

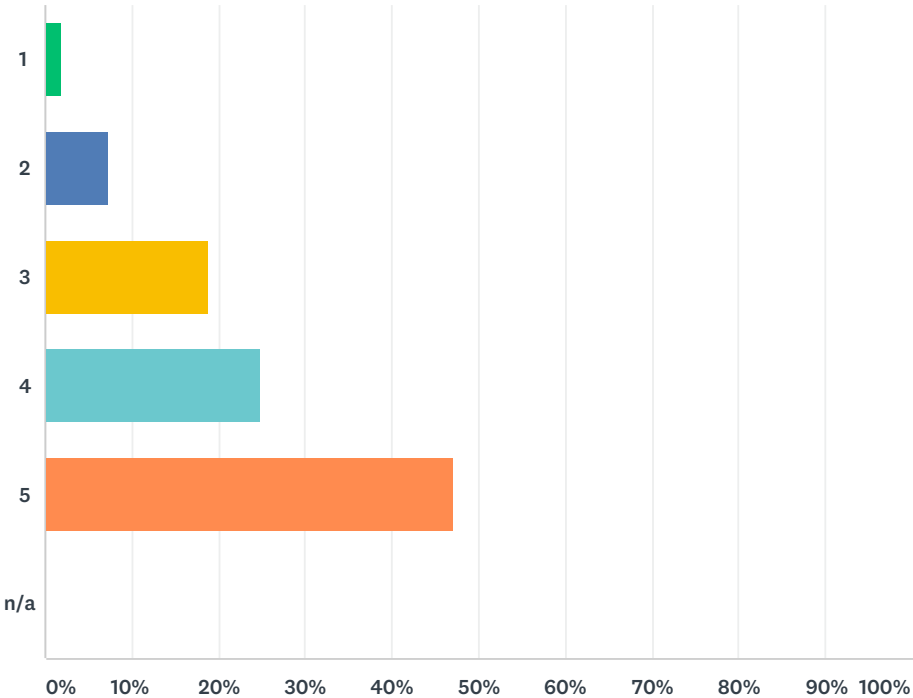
Answered: 217 Skipped: 19



ANSWER CHOICES	RESPONSES	
1	54.38%	118
2	21.20%	46
3	11.98%	26
4	3.69%	8
5	3.69%	8
n/a	5.07%	11
TOTAL		217

Q12 On a scale of 1 to 5, 1 being effortless and 5 being difficult, how easy is finding a parking space in the summer?

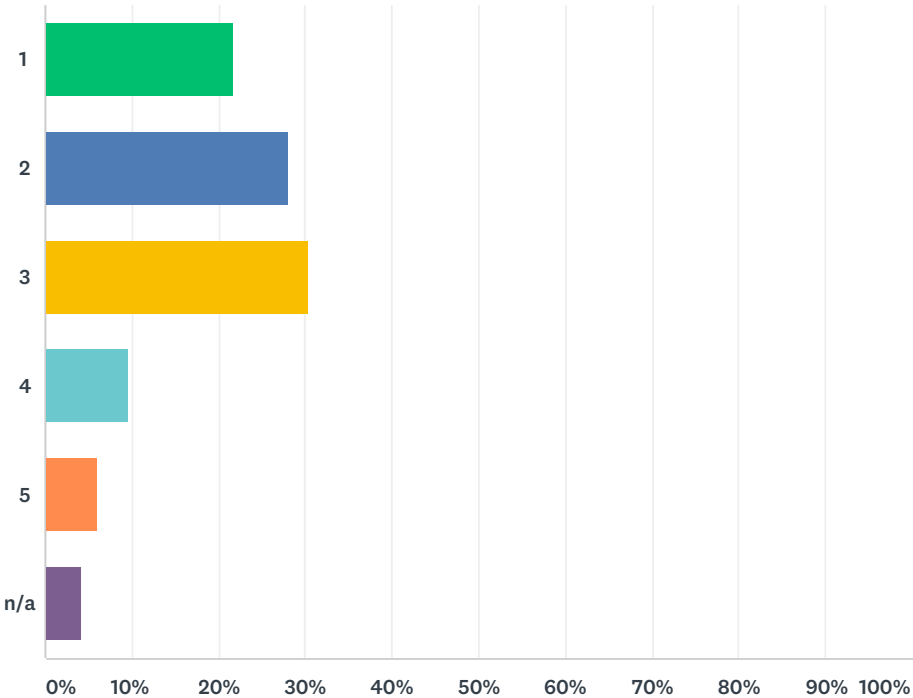
Answered: 217 Skipped: 19



ANSWER CHOICES		RESPONSES	
1		1.84%	4
2		7.37%	16
3		18.89%	41
4		24.88%	54
5		47.00%	102
n/a		0.00%	0
TOTAL			217

Q13 On a scale of 1 to 5, 1 being effortless and 5 being difficult, how easy is finding a parking space in the fall?

Answered: 217 Skipped: 19



ANSWER CHOICES	RESPONSES	
1	21.66%	47
2	28.11%	61
3	30.41%	66
4	9.68%	21
5	5.99%	13
n/a	4.15%	9
TOTAL		217

Q14 Do you have any suggestions regarding improving parking in downtown Charlevoix?

Answered: 145 Skipped: 91

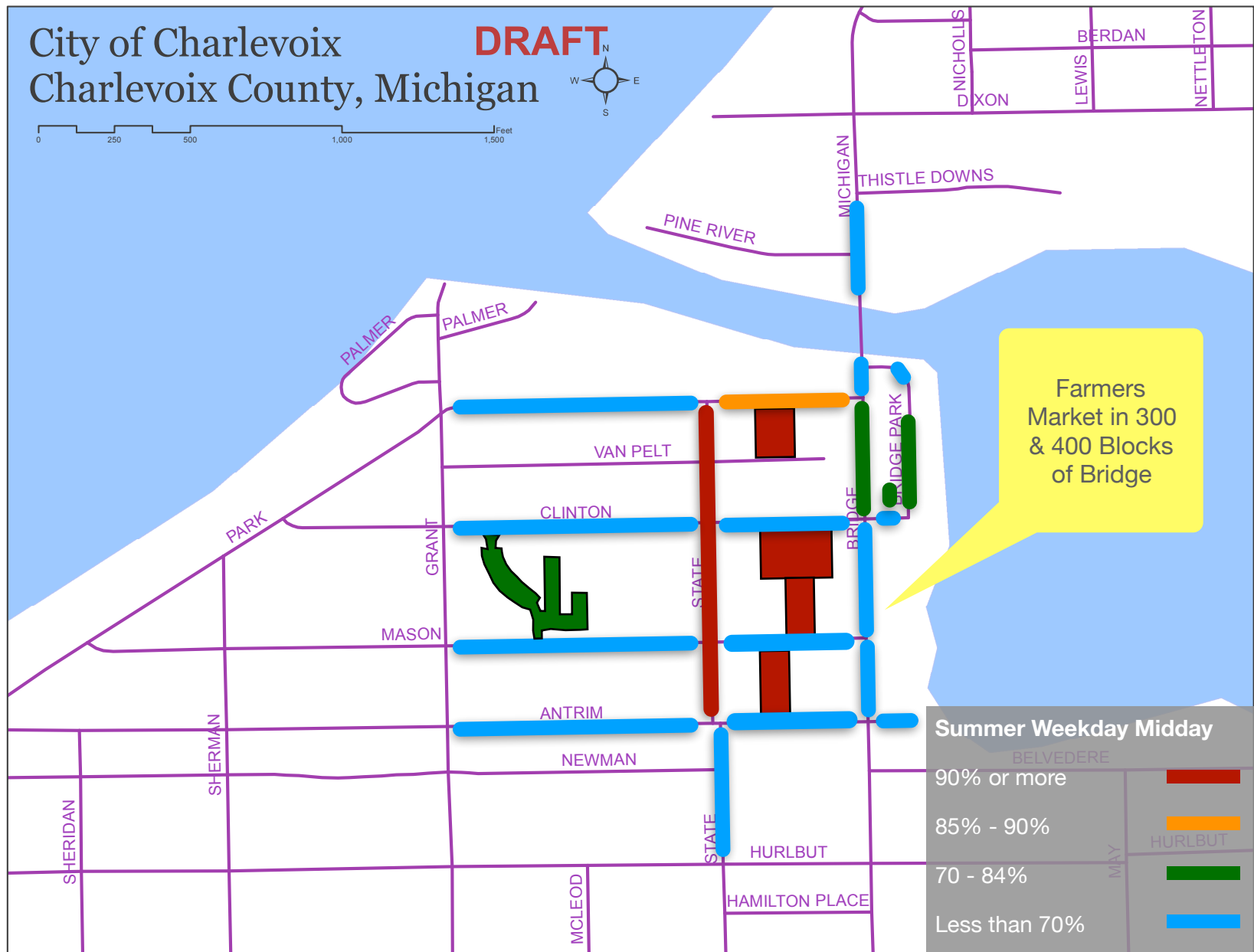
#	RESPONSES	DATE
1	Continual shuttle bus running from south of town to downtown	8/27/2018 2:54 PM
2	Traffic, prohibiting me to getting to the parking areas in a timely manner, is really the bigger issue in the summer. Metered boat parking might be an option to get some of the traffic off the streets.	8/21/2018 3:44 PM
3	A new lot or parking structure somewhere. Changing the 2 hr parking to unlimited.	8/20/2018 9:00 PM
4	Stop the carnies during venetian festival and open the street to parking	8/17/2018 10:36 AM
5	My answers to some of these questions are skewed because the survey doesn't take into account those of us who have paid parking permits for the marina lot.	8/15/2018 11:02 PM
6	Snow removal of banks on sidewalks in the winter would be very helpful. More parking availability in the summer or shuttle options	8/15/2018 1:56 PM
7	Two or three floor parking structure as proposed by MSU	8/14/2018 5:19 PM
8	Better free parking for employees. Passes, employee specific parking lot. The parking ticket prices are outrageous.	8/14/2018 12:28 PM
9	A parking structure ?	8/14/2018 12:03 PM
10	main problem bridge traffic piles up, cant turn left from clinton to bridge pedestrians crossing	8/14/2018 10:52 AM
11	remove parking on one side of street - maybe the water side. allowing for wider lanes to maneuver around in. better signs directing to parking lots that are within walking distance of downtown. specific lots for employees of downtown businesses.	8/14/2018 10:46 AM
12	Get rid of meters	8/14/2018 10:29 AM
13	Need another parking lot . The question is where you could put one.	8/14/2018 10:17 AM
14	Underground, between Antrim and Hurlbut, State and Bridge	8/14/2018 8:42 AM
15	Run shuttles for major events	8/14/2018 7:43 AM
16	I haven't had any problems finding parking this year.	8/13/2018 10:10 PM
17	Mark small parking spaces clearer for compact cars. Offer shuttle service for people to park away from downtown. Create underground walkways to cross 31. People crossing adds to Road congestion.	8/13/2018 5:45 PM
18	Move the Farmers Market to Ferry Beach. The pedestrians make it most difficult too.	8/13/2018 5:42 PM
19	Don't block off parking spots during busy events (venetian, art fairs, etc)	8/13/2018 5:41 PM
20	No meters or meter monitor!	8/13/2018 5:09 PM
21	Get rid of parking on Bridge Street to keep the traffic moving.	8/13/2018 5:03 PM
22	Sell all the parking lots & put A three or four story parking deck in the Erber lot. Put retail on the first floor & rent out spaces for apartment & condominium tenants.	8/13/2018 4:36 PM
23	I would suggest that you put in an area for downtown workers. Sometimes we have to walk 3 to 4 blocks to get to our jobs.	8/13/2018 4:27 PM
24	a parking structure, online app or availability online to pay meters	8/13/2018 4:18 PM
25	It isn't worth messing around with for the 30-50 days it's an issue.	8/13/2018 3:11 PM
26	parking garage or paid parking	8/13/2018 11:01 AM
27	eliminate permit parking	8/13/2018 9:59 AM

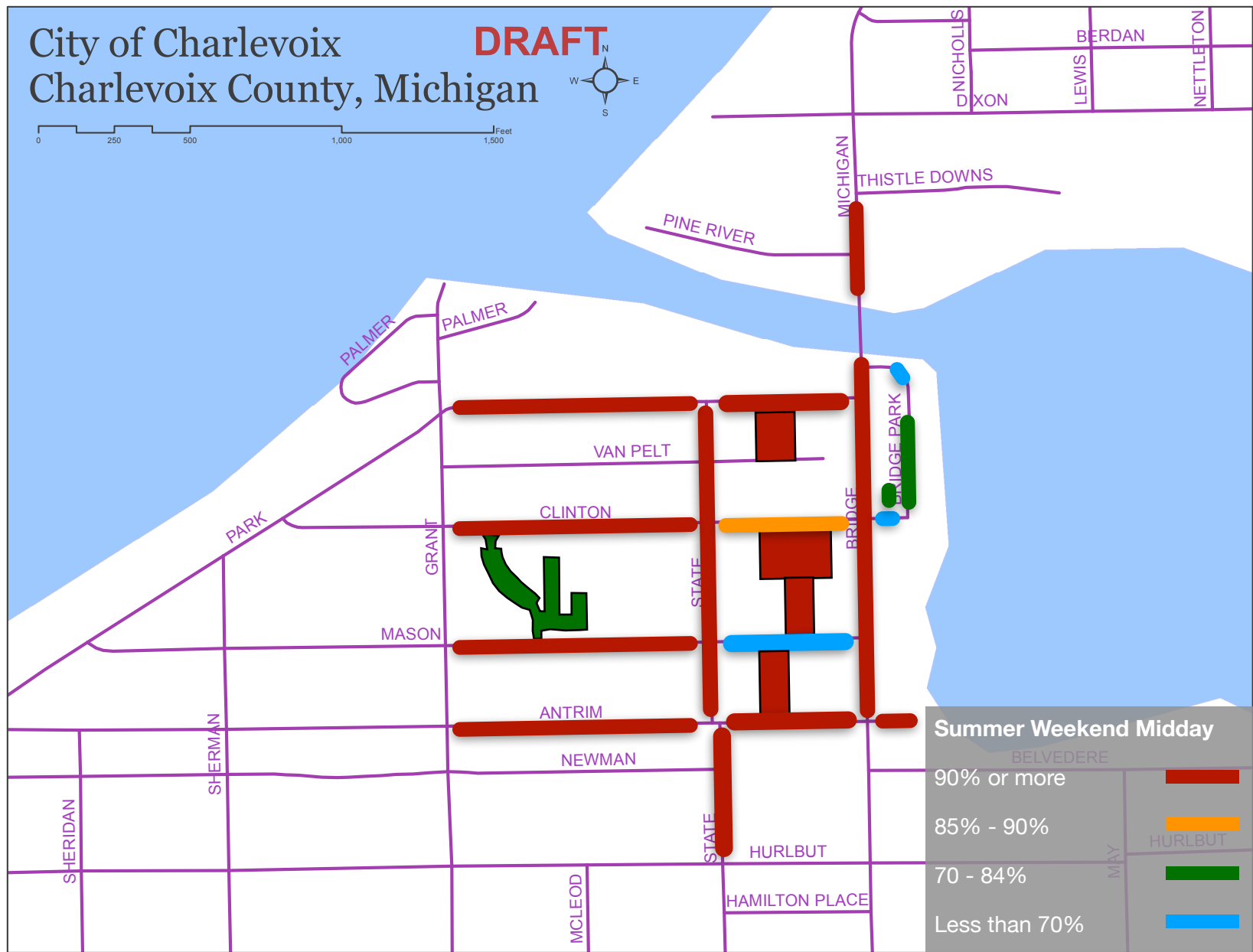
28	Too much of downtown is devoted to parking lots. DDA should fund a 3-story parking structure which could provide all-weather parking and free up existing parking lots for commercial development	8/13/2018 9:41 AM
29	Hate to say it, but we need a parking ramp	8/13/2018 8:48 AM
30	Need more of it. Install ap for meters. And STOP with the expensive tickets.	8/13/2018 7:51 AM
31	No - but I do appreciate the free parking areas very much. Thanks.	8/13/2018 6:18 AM
32	Build a parking ramp above Olesons with shuttle rides to the downtown area	8/12/2018 11:55 PM
33	No	8/12/2018 10:11 PM
34	More of it	8/12/2018 9:03 PM
35	We could have a parking garage for special events but that would really only be helpful for big events. A better option would be to have 1-hour parking from 8am to 11am and then 3-hour parking from 11am to 6pm. We should do this in the three big parking lots downtown and on the side streets. This will encourage the staff from all the businesses to park farther out of the immediate downtown area, leaving parking for people coming downtown to shop and eat. The way it is now, the staff fill up the parking spots in the morning and there is no parking left. Also, another thought, is that we need to make downtown more walking and bike friendly. This will make downtown more inviting for people to spend time there, making it more likely they will park farther away and walk in if there is no parking available. Think Venetian, how do those people get downtown if we have a parking problem? Think Mackinac, no cars at all and a million people go there every year.	8/12/2018 6:51 PM
36	Need more parking or shuttle service for peak times	8/12/2018 4:11 PM
37	More free lots	8/12/2018 4:10 PM
38	No	8/12/2018 4:04 PM
39	Making venetian only 4 days again like the cool old days	8/12/2018 2:17 PM
40	have the staff and workers in stores and businesses park in a nearby commuter lot and shuttle to work	8/12/2018 12:44 PM
41	Parking meters should not be on a US highway.	8/12/2018 9:43 AM
42	Build a parking garage	8/12/2018 9:34 AM
43	My biggest suggestion is that there PLEASE be better options for handicap parking. I am not handicap but I care for folks in wheelchairs. It's almost impossible to bring them to the bandshell for events that they would just LOVE! Such a shame we can't cheer them up in their old age by going to the events in town.	8/12/2018 9:31 AM
44	More spaces	8/12/2018 8:33 AM
45	Angled parking on side roads wide enough.	8/12/2018 7:47 AM
46	Get rid of the meters. Boyne doesn't.	8/12/2018 7:28 AM
47	Consider putting a parking garage a block or so away from the central downtown area	8/12/2018 7:22 AM
48	No	8/12/2018 7:14 AM
49	I would take a shuttle into town if available	8/12/2018 4:16 AM
50	I don't think it's that bad considering the about of space VS the amount of people	8/12/2018 1:31 AM
51	I have never found it difficult to find parking in Charlevoix... But for special events, I don't mind walking five blocks for on street parking.	8/11/2018 11:41 PM
52	A parking garage but I don't know where. It's really a fantasy I think	8/11/2018 11:34 PM
53	More angle parking on side streets	8/11/2018 11:12 PM
54	Create a large parking area outside of downtown and provide a shuttle service that runs every half hour in the summertime	8/11/2018 11:10 PM
55	No	8/11/2018 11:08 PM
56	No	8/11/2018 11:06 PM

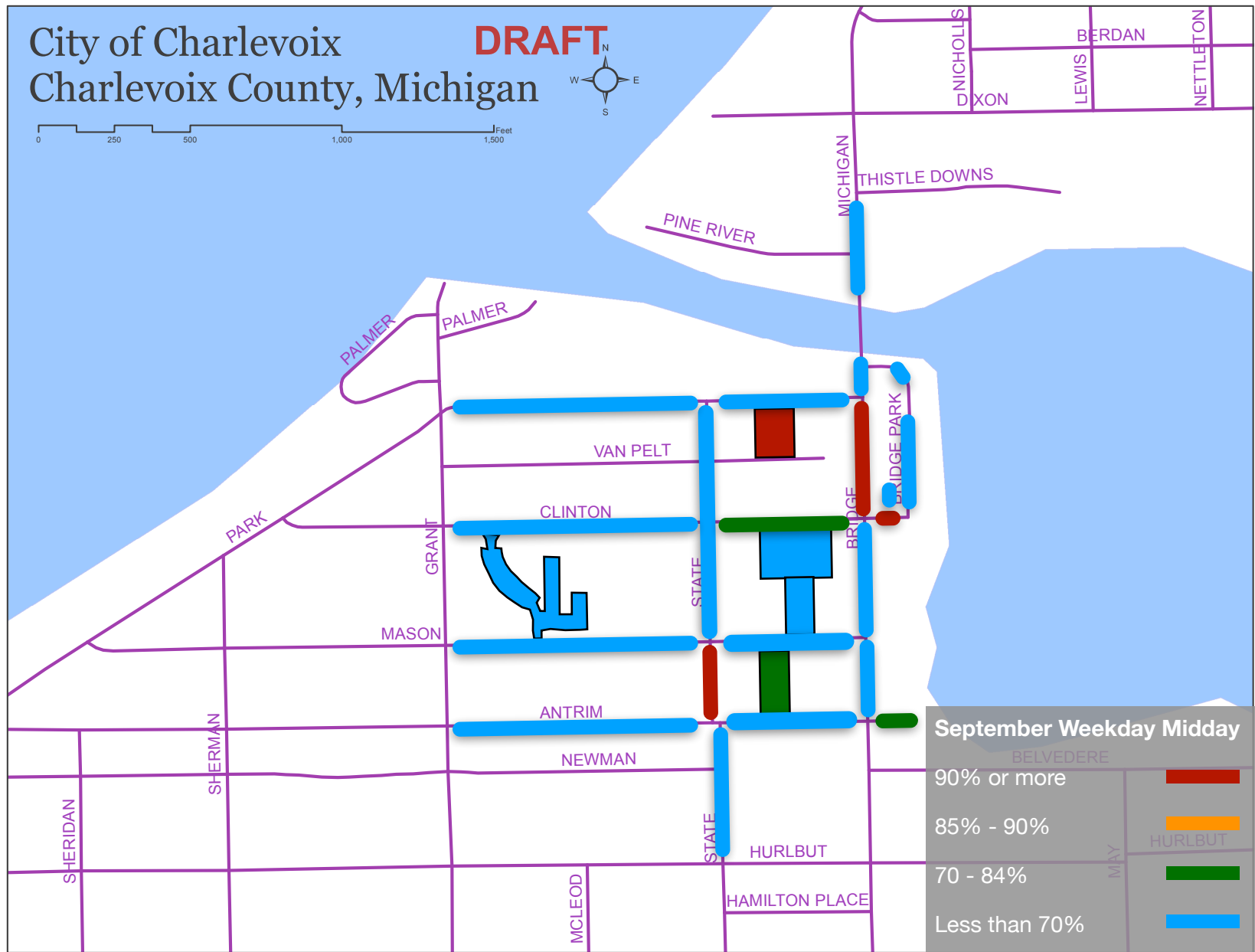
57	No	8/11/2018 11:05 PM
58	Shut off Main Street to traffic and build a deck by the library	8/11/2018 10:52 PM
59	The most difficult times to find a spot are on days of festivals and events, such as the arts & craft fairs. Moving vendors off main thoroughfare and allowing parking would help to alleviate parking difficulty. Also, having vendors off sidewalk areas on the marina/park side would alleviate safety issues. They should be set back from the sidewalk.	8/11/2018 10:51 PM
60	Angle parking spots	8/11/2018 10:48 PM
61	Don't close spaces during events	8/11/2018 10:05 PM
62	Too many spaces are blocked off for Venetian. This year was ridiculous!	8/11/2018 9:57 PM
63	Yes. More parking is needed in the summer, or at least more commuting options from the North side. Also, extending the bike path past Waller Rd. Would help.	8/11/2018 9:43 PM
64	Fix parking on main street, dealing with clueless people trying to parallel park in the middle of heavy traffic.	8/11/2018 9:37 PM
65	nope, I don't want to see a parking structure downtown and I don't want to see more parking lot's - just leave it alone.	8/11/2018 9:07 PM
66	Desperately need more handicapped parking available. My parents are elderly and one uses a walker. They would come downtown more often but finding handicapped spots is hardly possible most times of the year.	8/11/2018 9:07 PM
67	No	8/11/2018 8:59 PM
68	The parking is such an issue with the traffic - try to avoid downtown during the summer.	8/11/2018 8:57 PM
69	get rid of the parking meters-encourage store workers to park away from town, build a parking garage, no venetian carnival downtown	8/11/2018 8:53 PM
70	Parking structure more lots	8/11/2018 8:51 PM
71	Can't see any place you would have it. I'm able to walk so I usually park a few streets away and get a nice walk in	8/11/2018 8:47 PM
72	Handicap parking spaces-where are they?	8/11/2018 8:34 PM
73	I don't mind it as it is now.	8/11/2018 8:33 PM
74	ELIMINATE 2 HOUR PARKING	8/11/2018 8:12 PM
75	Additional signage	8/11/2018 8:09 PM
76	Run shuttles from parking lots. Such as schools & churches off site during events. Especially Venetian.	8/11/2018 8:08 PM
77	Shuttle busses	8/11/2018 8:04 PM
78	More signage of where parking lots are	8/11/2018 8:01 PM
79	Don't block off available spots. We need all we can get	8/11/2018 7:59 PM
80	No, focus on getting people to Charlevoix in the Spring and Fall. Parking is only an issue one week a year...because the parking lots are full of carnival rides.	8/11/2018 7:39 PM
81	parking structure?	8/11/2018 6:45 PM
82	I feel we've used any space available for ample free parking, which is a great perk to coming downtown. If there was space available for another parking lot (as opposed to street parking), that would be a great addition.	8/11/2018 12:01 PM
83	We need more parking lots!	8/11/2018 11:16 AM
84	digital electronic meters or timed parking kiosks	8/11/2018 11:02 AM
85	By pass the downtown area for vehicle traffic and create more parking.	8/11/2018 9:53 AM
86	No	8/11/2018 9:25 AM
87	pursue private property owners (commercial) to see if they would go in on a parking ramp	8/11/2018 9:05 AM
88	Remove parking on marina side of Bridge St along Park to improve aesthetics.	8/11/2018 9:05 AM

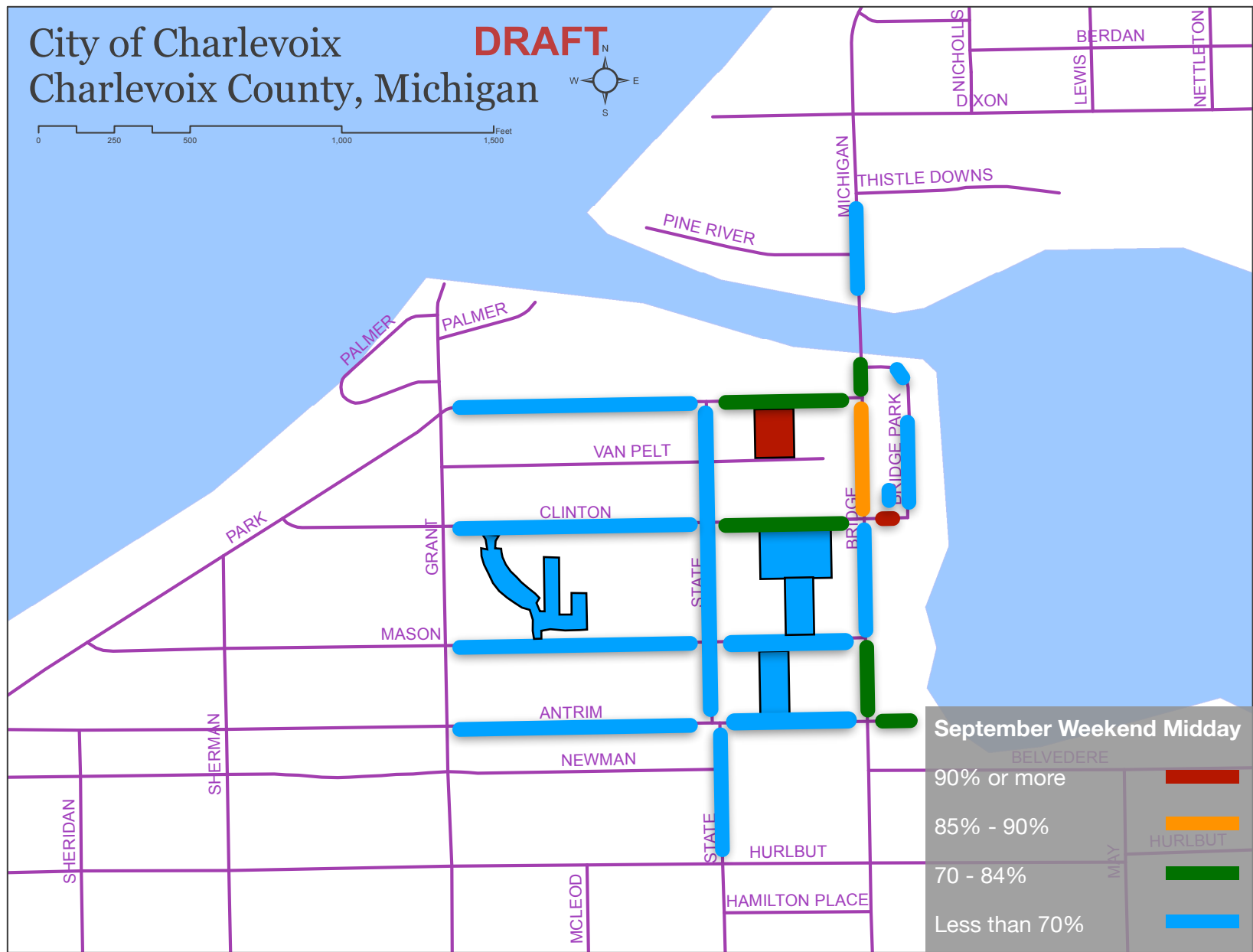
89	stop selling spots to rich people. Do something to increase parking turnover. Create an employee parking lot. Workers for stores and restaurants take up a lot of the parking	8/11/2018 8:49 AM
90	Relocate funeral home to any where and turn into parking garage(2story)	8/11/2018 8:45 AM
91	Angle parking on State street all the time	8/11/2018 8:37 AM
92	Underground parking structure	8/11/2018 8:02 AM
93	would be nice to have parking north of the bridge - even if a shuttle might be involved at busy times - would need traffic warning on available parking	8/11/2018 8:02 AM
94	with the exception 6-10 days per year, parking needs are met.	8/11/2018 7:58 AM
95	Angled parking on Bridge Street. Hire a parking solutions firm for suggestions. Rent or make local businesses open their parking lots. Designate compact cars (minis/motorcycles) to smaller spaces and larger cars to larger spots. Ticket if they park in wrong areas.	8/11/2018 7:56 AM
96	Charlevoix is pretty limited for improvements because of availability	8/11/2018 7:55 AM
97	Parking garage one block off Main Street	8/11/2018 7:51 AM
98	As a driver with a handicap placard, I really appreciate the free parking as it is sometimes hard to plan all my stops. The parking behind toe drugstore has really helped me as it is central and I use a cane to help me walk.	8/10/2018 11:09 PM
99	parking garage-multiple levels	8/10/2018 11:05 PM
100	I do not.	8/10/2018 10:24 PM
101	The current policies work well for us and the FREE parking off Bridge Street is much appreciated.	8/10/2018 9:23 PM
102	Share church parking when there are no services. Expand parking behind the shops. Close a side street and increase parking.	8/10/2018 9:13 PM
103	extend bridge time to one per hour so as to relieve congestion	8/10/2018 9:12 PM
104	It's fine as is.	8/10/2018 9:08 PM
105	Add a ramp at the library or at the elementary or airport. Work to have vehicles that do not require CDLs act as transport to parking areas away from the downtown (especially so shoppers don't have to carry bags all the way to an outer spot. In summer, have students drive these vehicles as a way to make money.	8/10/2018 9:03 PM
106	More handicap parking is needed.	8/10/2018 8:52 PM
107	For a small town plenty of parking, except for large events . And we usually find a spot	8/10/2018 8:46 PM
108	no	8/10/2018 8:17 PM
109	Place map showing parking lots and timed parking areas on web. I know it's on city site. But it's hard to find	8/10/2018 8:06 PM
110	No	8/10/2018 8:02 PM
111	Open more street parking in the summer instead of closing off areas. It wouldalso be a good idea not to give out so many parking tickets. I know people that have tried to shop missing their meter by 5-10 minutes and they had received a ticket. Therefore they said that they will shop in Petoskey where they are much more understanding.	8/10/2018 7:53 PM
112	No	8/10/2018 7:35 PM
113	Seems nearly impossible since roads are closed, parking lots are turned into a carnival, parking spaces are unusable out of necessity for traffic flow. Unless there can be changes made to those areas what are our options? You can't keep taking away parking spaces and expect not to have issues.	8/10/2018 7:35 PM
114	Have buses to transport people from high school parking lot	8/10/2018 7:22 PM
115	My husband is a champion at finding & getting into a space. If I was alone it would be difficult. Another lot would be great but no idea where you'd put it!	8/10/2018 6:02 PM
116	No	8/10/2018 5:53 PM
117	The alley parking lots (between state and 31) are extremely tight and difficult to navigate.	8/10/2018 5:50 PM

118	Limit the pedestrian crosswalks	8/10/2018 5:43 PM
119	More parking lots	8/10/2018 5:30 PM
120	Not really	8/10/2018 5:17 PM
121	Set up a shuttle system for big event days!	8/10/2018 5:13 PM
122	The city is doing the best job it can with available property. Add a parking deck?	8/10/2018 4:58 PM
123	It seems more parking is getting blocked off with cones during the busy times. We need to be able to use all available parking and not block off so much.	8/10/2018 4:54 PM
124	During Venetian week PLEASE have someone directing traffic just south of the bridge. It's very difficult travel in and around the area with the cross streets south of the bridge. This would be VERY helpful for pedestrians and cars!!	8/10/2018 4:48 PM
125	Parking structure off State Street	8/10/2018 4:45 PM
126	More city free parking	8/10/2018 4:43 PM
127	Create a dedicated employee lot a short distance outside of "premium" retail spots for perception of easy parking.	8/10/2018 4:42 PM
128	tried for over 45 years to create a parking structure with retail and parking	8/10/2018 4:40 PM
129	Get the phone app or another method so we don't need change. Not having change is the biggest frustration, not finding a parking place.	8/10/2018 4:37 PM
130	Build a ramp	8/10/2018 4:36 PM
131	Make mor parking	8/10/2018 4:36 PM
132	No	8/10/2018 4:30 PM
133	Parking garage	8/10/2018 4:28 PM
134	None	8/10/2018 4:24 PM
135	Provide a parking structure.	8/10/2018 4:24 PM
136	Get rid of paid spaces. Allow more time on meters. Only meter on Bridge St. Get rid of 2 hour parking.	8/10/2018 4:21 PM
137	No	8/10/2018 4:20 PM
138	Yes, you need to consult with a real handicap person when creating handicap spaces. for example, you put the "hash" marks on the wrong side and they are NOT wide enough.	8/10/2018 4:20 PM
139	It's not broke, don't try to fix it. I've seen some dumb ideas floated around like a parking garage, don't do it. Parking downtown is what it is in Charlevoix. Leave it alone.	8/10/2018 4:19 PM
140	More handicapped	8/10/2018 4:08 PM
141	During Venetian move the carnival to a beach location or Some other location. Stop closing the streets. You only shift the walkers to State St. and that can be equally as dangerous.	8/10/2018 4:05 PM
142	Other than building a parking structure above the Olesons Plaza on Hurlbut, not much you can do. I think people need to be aware of walking from the side streets if they are able. Also, I think the parking meters are a waste of money. We pay more in the labor to enforce it than the city takes in for meters and tickets. I think we just make 2 hour parking all over like they have in Holland and Grand Haven on the street	8/10/2018 3:53 PM
143	More public lots	8/10/2018 3:50 PM
144	Have more parking	8/10/2018 3:16 PM
145	Don't block off so many spaces during events	8/10/2018 3:13 PM









Charlevoix Parking Study

Best Practices/Strategies

Review

September 13, 2018 Draft

Best Practices

The goal of a parking study is to create strategies that position the business district to accommodate future growth without overwhelming precious land with somewhat superfluous parking facilities. Transportation Demand Management, or TDM, focusses on making the most use out of parking facilities so as not to overbuild.

“At its most basic level, TDM is a program of information, encouragement and incentives provided by local or regional organizations to help people know about and use all their transportation options to optimize all modes in the system - and to counterbalance the incentives to drive that are so prevalent in subsidies of parking and roads” - Mobility Lab

Strategies for Charlevoix recognize the communities’ desire to grow while preserving and enhancing the its charm and appeal. Below is a list of TDM strategies for consideration. Some of these Charlevoix is already doing, others may not apply well to Charlevoix. The purpose of this list is to help discuss which strategies are worth considering and which are not.

TDM strategies can be organized into four groups:

- **Expanding supply** of open, unreserved parking versus reserved spaces.
- **Shifting usage** based on supply differentials.
- **Reducing demand** for parking.
- **Improving management** of the system to support other strategies

Expanding Supply

STRATEGIES

- Shared parking
 - add public open parking
 - private parking with shared agreements
 - public or private valet service
- Allow shared use on-street
 - Multi-use space - such as loading or transit in the morning, then parking later
 - on-street bike and motorcycle parking
 - reducing curb cuts - makes streets more pedestrian friendly and increases the opportunity for on-street parking
- General parking regulations
 - Eliminate development minimums and institute maximums
 - Reinvigorate the in-lieu fee to fund public parking
 - Alternatively - offer parking minimum “discounts” for development near transit or for those that provide multi-modal amenities
- Angle parking where space allows
 - There is a practice of allowing this in the 200 block of State Street

Shifting Usage

STRATEGIES

- Market-based pricing
 - day-to-day pricing based on availability
 - seasonal pricing
 - event pricing
- Ease time limits during low demand times
- Create residential parking permit program

Reducing Demand

STRATEGIES

- Offer ride-sharers the best parking
- Strengthen “park once” environment
 - Consolidate parking vertically in a parking garage
 - Eliminate curb cuts where possible
- Provide supplemental transit for events

- Partner with Charlevoix Transit or Beaver Island Transit to provide land shuttle service
 - Support water taxi service for events and other busy times
- Add more bike parking
 - Allow in-street racks
 - expand bike parking off-street
- Add car share program, i.e. Zipcar
- Supplement bike share program

Improve Management

STRATEGIES

- Offer a mobile payment option
- Upgrade meters so that rates and times can be locally updated
- Institute a process to periodically track usage
- Utilize fine collection software to enable scalable customer service
- Consider purchasing license plate recognition technology
- Formalize a parking benefit district approach
- Improve wayfinding for parking options

DDA/Main Street Board
210 STATE STREET CHARLEVOIX , MICHIGAN 1 49720
Charlevoix Main Street DDA
(231) 547-3257 lindseyd@cityofcharlevoix.org

Old Business

TITLE: Shuffleboard Court Renderings

DATE: October 22, 2018

PRESENTED BY: Lindsey Dotson, Executive Director

BACKGROUND:

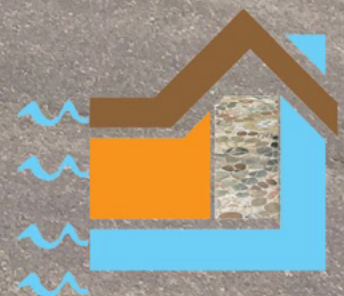
Attached are renderings for a proposed shuffleboard court installation near Bridge Park in an already fenced in area. In the past when this idea was explored the Planning Commission hadn't considered this location for a shuffleboard court. This is currently being treated as a possible donation from Todd Wyatt. Logistics have not been hashed out but conversations have taken place about it being an "honor" system for equipment with a kitty available if new equipment needs to be purchased along with a maintenance fund being established.

RECOMMENDATION:

Motion to support the donation of a shuffleboard court for Bridge Park.

ATTACHMENTS:

- ▢ Rendering



DDA/Main Street Board
210 STATE STREET CHARLEVOIX , MICHIGAN 1 49720
Charlevoix Main Street DDA
(231) 547-3257 lindseyd@cityofcharlevoix.org

New Business

TITLE: Farmers Market Transfer to Recreation Department

DATE: October 22, 2018

PRESENTED BY: Lindsey Dotson, Executive Director

BACKGROUND:

Since the resignation of our most recent Market Manager in June conversations have been ongoing as to how this position could be filled in a more sustainable way. I have been filling in to keep the market going and at one point an idea being considered was to share a staff person with the Recreation department to help run the market.

Time has passed and as a part of that conversation I tracked how I spend my time for three weeks. That information was shared with City Manager Mark Heydlauff and a new idea was proposed as a result: to transfer the operation of the Farmers Market to the Recreation Department completely. This option is a good one because they have more staff to leverage for market needs and it takes having to hire a staff person or share a full time staff person (which would have cost the DDA more than our part time market manager did) off of our plate completely.

In addition to the farmers market, we are also proposing transferring management of the Odmark Performance Pavilion (reservations, coordination with events, etc.) to the Recreation Department. Using RecDesk software they have a much more streamlined way to rent the pavilion out and manage the usage of it.

The thought behind taking these things out of the DDA is that it will free up more time for me to work on things related to business recruitment, retention, project management, and marketing.

RECOMMENDATION:

Motion to approve transferring the operation and management of the farmers market and Odmark Performance Pavilion to the Recreation Department.

DDA/Main Street Board
210 STATE STREET CHARLEVOIX , MICHIGAN 1 49720
Charlevoix Main Street DDA
(231) 547-3257 lindseyd@cityofcharlevoix.org

New Business

TITLE: Set Date for Budget Work Session

DATE: October 22, 2018

PRESENTED BY: Lindsey Dotson, Executive Director

BACKGROUND:

After our last meeting a Board member requested that we have a preliminary conversation about the DDA 2019/2020 budget before a draft is prepared by staff. Due to the amount of items we have for this meeting it has been suggested that we hold a separate meeting for this purpose. I've proposed to following dates as options to keep in line with our Monday at 5:30pm timeslot:

October 29th at 5:30pm

November 19th at 5:30pm

RECOMMENDATION:

Motion to schedule a DDA Budget Work Session for _____.