**CITY OF CHARLEVOIX**
**DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET MEETING**
Monday, December 23, 2019 at 5:30 p.m.
210 State Street, City Hall, Charlevoix, Michigan

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

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| Chair: | Maureen Owens |
| Members Present: | Sam Bingham, Sean Bradley, Richard Christner, Kirby Dipert, Luther Kurtz |
| Non-Voting Member: | Liam Dreyer |
| Members Absent: | Paul Silva, Rick Wertz, Amanda Wilkin |
| City Staff: | Lindsey Dotson, Executive Director |

**4. Inquiry Into Potential Conflicts of Interest**
Member Bingham stated that he had a conflict for New Business, Lake Charlevoix Brewing, Item 8.A.

**5. Reports**
A. Discussion: Special Events Policy
City Manager Heydlauff recalled that City Council discussed a draft Special Events Policy which as written, would see the elimination of the Summer Art Show in June and the Arts & Craft Show in July. He stated that as Council contemplated this Policy it does not include an implementation date or plan. He asked for the Board to provide feedback on the proposal. Member Christner questioned if the intent was to offset the City's costs of supporting the events or to set an arbitrary "too much is happening, let's cut back on a few events". City Manager Heydlauff replied that there is an intent to cover City costs, and how the general public (residents and businesses) want to see the downtown space used, specifically in East Park.

Chair Owens questioned if a poll was taken of the downtown businesses. City Manager Heydlauff replied that he had conversations with several downtown merchants and their opinions were mixed. Member Bingham suggested offering some sort of reduced rate to use recyclable materials. City Manager Heydlauff stated that American Waste has continued to raise prices, and the less that's thrown into a dumpster reduces the cost and there is a natural incentive for recycling.

Mayor Kurtz stated that some people are supportive of the policy and quite a number of people like events in the park. City Manager Heydlauff stated that the City has an obligation to their residents who live and work here and to our businesses to find a balance.

B. Downtown Events Partnership with Chamber of Commerce Report
Caitlin Cole, Chamber of Commerce, referenced the Chamber's Report and there were no questions from the Board.

C. Director's Report
Director Dotson stated their budget work session was scheduled for January 7th at 8:00 a.m.

D. Info Meeting Presentation
Chair Owens stated that it was a State regulation whereby twice a year they have to hold an informational meeting for the public.

**6. Consent Agenda**
A. Minutes
B. Committee Minutes
C. Annual Report
D. Trademark Sublicense Agreement with MEDC

Motion by Mayor Kurtz, second by Member Christner to approve the Consent Agenda items as presented. Motion passed by unanimous voice vote.

**7. Old Business**

**8. New Business**
A. Lake Charlevoix Brewing Company Lease
Member Bingham recused himself. Director Dotson gave a brief history regarding the Lake Charlevoix Brewing Company lease and that some back bills had not been paid. She stated that they issued an RFQ for the space (January deadline) to see if there were any interested parties and did not receive any applications for a potential new tenant. She stated at this point the lease would go month to month, so the rent does increase a bit as written in the lease. She noted that the Board had the ability to negotiate with the company. Member Christner felt that the question was whether to allow time to work through some of the items with the rate being paid currently in 2019 until a longer-term lease was negotiated.

Member Dipert felt it was in their best interest to make the lease work. Chair Owens stated that they were at the point where they should have negotiated a new lease by now, but due to circumstances they can't in good faith negotiate. Mayor Kurtz suggested giving three more months to resolve the issues. Member Bradley agreed it would be better to keep a functioning business in the space. Member Dipert stated that when they entered into this lease five years ago one of the key elements was to allow local graduates the opportunity for jobs in town. Member Christner agreed with the option of allowing the lease to go month to month at the existing rate. Chair Owens stated she was in favor of keeping things status quo, but she wondered if moving to month to month at the current rate instead of the step-up amount rate she'd like to see "us be current to do that". Director Dotson confirmed that Round Lake Group owed $3,170 in rent and LC Brewers owed $1,808, inclusive of January 2020 rent.

Motion by Mayor Kurtz, second by Member Christner to continue renting the properties to Lake Charlevoix Brewing Company and Round Lake Group on a month to month basis based on the current rate. Motion passed unanimously by roll call vote, with the exception of Member Bingham who abstained.

Member Bingham rejoined the meeting.

**8. Public Comment**

**9. Request for Future Agenda Items**

**10. Board Comments**

**12. Adjourn**
Meeting adjourned at 6:15 p.m.

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Joyce Golding/fgm Maureen Owens Chair