CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY / MAIN STREET SPECIAL MEETING
Monday, February 10, 2020 at 8:00 a.m.
210 State Street, Charlevoix, Michigan

The meeting was called to order at 8:02 a.m. by Chair Owens.

1. **Call to Order**

2. **Roll Call**

Chair:	Maureen Owens
Members Present:	Richard Christner, Sam Bingham, Liam Dreyer (non-voting), Rick Wertz, Sean Bradley
Members Absent:	Paul Silva, Amanda Wilkin, Luther Kurtz, Kirby Dipert,
City Staff:	Lindsey Dotson, Executive Director
Others Present:	None

3. **Reports**
   a. **Bridge Park Building Update**
      No discussion took place about this topic.

4. **New Business**
   a. **Discussion: Potential Projects**
      Discussion took place about how to best use cash balance for a large project in the near future. Chair Owens went around the table to ask each member what their ideas were.
      Member Wertz asked if we could look into selling the Bridge Park Building. Chair Owens mentioned the pump station and suggested possibly splitting the building into condominium units in order to keep control of that section of the property plus the park above. Vice-Chair Christner shared that a commercial appraisal will cost approximately $2,500 and that a Real Estate Attorney would have to be hired. Member Bingham suggested the DDA consult with the City Attorney to find out next steps and possibilities.
      Members Wertz, Bingham, and Bradley all mentioned the implementation of the Sustainable Built Environment Initiative Study.
      Member Dryer suggested holding a food truck rally event.
      Vice Chair Christner suggested the DDA take on a project that will set us up for the TIF Plan Update that will take place in 2026. Christner also mentioned housing as it has been identified as a priority that would incorporate deed restrictions for work force housing.
      Chair Owens wrapped up the conversation suggesting that now is the time to form a steering committee for a downtown housing development that would also incorporate implementation of the SBEI study findings to start the planning work necessary to prepare for the next TIF Plan amendment.
      Motion by Bradley, second by Wertz to have Director Dotson contact the City Attorney to find out what options we have and then work on getting an appraisal on the Bridge Park Building. Motion passes unanimously.
   b. **Contract with Lamar for Billboards**
      Director Dotson presented a contract with Lamar for another year of billboards running in the Traverse City area as a part of the cooperative ad campaign with businesses totaling $10,010.
      Motion by Owens, second by Christner to authorize Director Dotson to sign the contract with Lamar in the amount of $10,010. Motion passes unanimously.

5. **Adjourn.**
   Meeting adjourned at 8:33 a.m.

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Lindsey J. Dotson Executive Director Maureen Owens Chair