CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY / MAIN STREET SPECIAL MEETING
Friday, February 28, 2020 at 8:00 a.m.
210 State Street, Charlevoix, Michigan

The meeting was called to order at 8:00 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, Paul Silva, Amanda Wilkin
Members Absent:	Luther Kurtz, Kirby Dipert,
City Staff:	Lindsey Dotson, Executive Director
Others Present:	Jon O'Connor, Kyle Van Strien, & Jenna Smeltzer of Long Road Distillers

3. Old Business

a. Lease Negotiations for 109 Bridge Park Drive

Director Dotson started by reviewing the decision made on February 24th to negotiate a lease with Long Road Distillers and outlined what needed to be discussed, including a rent rate & renewal terms.
Discussion took place that included the following provisions in the drafting of the new lease:

- Rental rate cannot exceed $1,700 per month
- Outdoor/Patio Space to be included in the lease
- Having a clause in the lease that there is no monthly charge for rent until MLCC license is in hand, but also establishing a cut-off date of June 1st when rent will be due regardless.
- Renewal was discussed and a single year lease with a 3 year renewal with an increase tied to Consumer Price Index (CPI) with the option to add a year onto the renewal after each year is served.

Motion by Bradley, second by Wertz to draft a lease including a monthly rent rate of $1,700 for the period of one (1) year with the option to renew 3 years and any increases in rent be tied to CPI. Motion passed unanimously.

4. Adjourn

Meeting adjourned at 8:30 a.m.

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Lindsey J. Dotson Executive Director

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Maureen Owens Chair