

City of Charlevoix
Downtown Development Authority Meeting Minutes
Tuesday, January 9, 2024 - 1:00 PM
Council Chambers, City Hall

1. Call to Order

The meeting was called to order at 1:00 p.m. by Chair Owens.

2. Roll Call

Chair: Maureen Owens
Members Present: Sam Bingham, Liam Dreyer, Annie Oosthuizen, Mayor Lyle Gennett
Members Absent: Kirby Dipert, Ron Way, Paul Silva, Danielle Scheller
Staff Present: Lindsey Dotson, Executive Director
Others Present:

3. New Business

A. 2024-2025 DDA Budget

Lindsey Dotson, DDA Director

The discussion was led by Chair Owens outlining that the primary function of the meeting was to consider how the DDA could spend more of the Fund Balance from years prior as 2026 approaches and the current TIF Plan nears sunset.

Member Oosthuizen asked Director Dotson to elaborate on the Placer.ai item added to the budget. Director Dotson explained the benefits of the program as best as she could and that it was intended to be shared with another department in the city. Dotson then asked if the members wanted the company to be present at the January meeting to answer additional questions that other members may have. The board members present agreed that it would be helpful.

Discussion continued about the purchase of additional BigBelly waste/recycling bins for the downtown and Director Dotson was asked to get an updated estimate and information regarding the number of units needed.

Director Dotson asked whether the Board would want to consider the Alleyway Improvement Grant to be an active program again, since one of the grants awarded was not given. This will be brought to the full board at the regular meeting.

Director Dotson also provided an update related to improvements needed at the Bridge Park Building and asked how the Board would like that to be handled moving forward. She was instructed to bring a list of needs to the regular meeting and request that the Board grant the Building Committee permission to spend a certain dollar amount to address some ongoing maintenance needs.

When discussing the sunset of the current TIF Plan, Chair Owens asked if the date of that sunset was by calendar or fiscal year. Director Dotson said she would check and report back during the

regular meeting.

Director Dotson also pointed out that the goals sheet that was passed out to members would be included in the packet for the regular meeting and could potentially aid in a discussion that would involve an update or refresh of said organizational goals to help reinvigorate board members' interest projects being worked on by the DDA.

4. Public Comment

5. Adjourn

Meeting adjourned at 1:50 p.m.

Lindsey J. Dotson Executive Director

Maureen Owens Chair

CHARLEVOIX DDA MISSION

The mission of the Charlevoix DDA 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.