



DOWNTOWN MANAGEMENT BOARD

January 19, 2010

A regular meeting of the City of Petoskey Downtown Management Board, which served as the Downtown Management Board's annual meeting, was held in the City Hall Community Room, Petoskey, Michigan, on Tuesday, January 19, 2010, immediately following the adjournment of the preceding Downtown Development Authority Board meeting. The meeting was called to order at 7:10 P.M., and the following were

Present: Lawrence Rochon, Chairperson
James M. Reid, Jr., Vice Chairperson
Liz Gowans-Ahrens
David Carlson
Rodney Phillips
Jennifer Shorter
Michael Teska
H. Ted Pall, Jr., M.D., Mayor

Absent: David Marvin

Also in attendance were Petoskey Regional Chamber of Commerce Downtown Director Becky Goodman and City Manager Dan Ralley.

Conduct Annual
Organizational Session

Chairperson Rochon next reported that the Downtown Management Board was required to annually conduct an election to select a Chairperson and Vice Chairperson from its members

and to establish a regular meeting schedule for the coming year; and that, duplicating the action by the Downtown Development Authority Board at its meeting, which had been conducted just prior to this meeting, the Downtown Management Board would be required to elect these same officers and to adopt the same meeting schedule.

Duplicating action of the Downtown Development Authority Board nominations, Mr. Phillips then nominated Mr. Rochon as Downtown Management Board Chairperson and Mr. Reid as Vice Chairperson for 2009, seconded by Mr. Teska. Nominations were closed and Mr. Rochon was elected Chairperson and Mr. Reid was elected Vice Chairperson of the Downtown Management Board on a voice vote.

Mr. Teska moved that, seconded by Ms. Shorter, the Downtown Management Board's regular meeting schedule for 2010 be set at 7:00 P.M., on the third Tuesday of each month, at the City Hall. Said motion was unanimously adopted.

Approve Consent Agenda Items

As the first item of routine business, upon motion made and seconded, draft minutes of the November 17, 2009, meeting of the Downtown Management Board were approved as submitted. Then, upon motions made and seconded, acknowledgement of bills since November 17, 2009, that totaled \$84,123.25, and acceptance of the 2009 year-end and January, 2010, expense and income reports, were approved.

Board members discussed reformatting programs and services expense and income reports to list revenue received as a separate column at the top of each page and requested that the Downtown Director reformat future programs and services expense and income reports with this inclusion to be similar to the downtown parking operations report layout; requested that the Downtown Director include 'Downtown Trick-or-Treat and Ghost Walk' program in reports where missing; and correct year-end totals for former years to match from month to month.

Hear Committee Reports

The Downtown Director then reported for the Events Committee that included completion of the Holiday Parade and Open House programs with positive feedback being received from downtown merchants as well as participants of the programs; reviewed and discussed the Holiday Parade program; and reported about promotions for the upcoming Winter Blues Festival.

The Downtown Director also reported for the Design Committee and made available the most recent final Design Guidelines that were anticipated to be finalized at the next Design Committee meeting following further consideration of language concerning new residential construction.

The Downtown Director also reported for the Design Committee that included the Committee's continued work on review and recommendations for the City's Sign Ordinance. Mr. Teska reported that he believed that the Committee's work on the Sign Ordinance had come to an end with what he believed would be a recommendation of no changes being suggested, and asked Board members if they would consider an alternate outside professional consultant taking up this consideration for further review of sign provisions. Board members concurred that review of the Sign Ordinance had been contentious, but that the Downtown Management Board would await the Design Committee's recommendations before determining if further consideration of the sign ordinance should be pursued, but in the meantime the Management Board would be willing to begin review of the nine discussion points of the sign ordinance that the Design Committee was considering.

The Downtown Director reported that the power point presentation concerning work that had been accomplished during 2009 would be delayed due to computer problems and that she would make this presentation at the Board's February meeting.

Hear Chamber Report

The Downtown Director reported that the Petoskey Regional Chamber of Commerce building would be undergoing significant interior remodeling that would begin February 1 and reviewed changes that were anticipated. Chairperson Rochon reported that the Chamber Board had formally accepted a \$25,000 operating account for the Downtown Management Board with an agreement drafted by the Director of Finance.

Hear City Report

The City Manager reported that Downtown Development Board members had been provided a 2009 year-end report required by the State for the City's Blueprints for Michigan's Downtowns as part of their January 19 meeting agenda materials; that he had attended the Downtown Holiday Open House program with guests and they had commented what a wonderful event it had been; reported about the City Council's strategy and goal-setting sessions that included communications with the downtown business district, economic development issues, maintaining the character of the downtown, and historic district discussions, and invited Board members to attend the February 6, 2010, follow-up session.

The City Manager also reported that the Planning Commission would be conducting a public session concerning improvements to the Bear River Valley Recreation Area at 7:30 P.M., Thursday, January 21, as part of its regular monthly meeting.

The City Manager then presented Downtown Management Board members with a poster of Petoskey's downtown flower boxes compiled by the City Planner in appreciation for their service to the City and its downtown.

There being no further business to come before the Downtown Management Board, the meeting was adjourned at 8:20 P.M.