



DOWNTOWN MANAGEMENT BOARD

January 20, 2015

A regular meeting of the City of Petoskey Downtown Management Board was held in the City Hall Community Room, Petoskey, Michigan, on Tuesday, January 20, 2015. The meeting was called to order at 7:00 P.M., and the following were

Present: Lawrence Rochon, Chairperson
David Carlson
Jason Keiswetter
Jessilynn Norcross
James M. Reid, Jr., Vice Chairperson
S. Reginald Smith

Absent: William J. Fraser, Mayor and Jennifer Shorter

Also in attendance were the Downtown Director Becky Goodman and Downtown Promotions Coordinator Kate Manthei.

Approve Consent Agenda Items

Downtown Management Board members discussed the first item of routine business, the December 16, 2014 regular session meeting minutes; acknowledgement of bills since December 16, 2014; and acceptance of the December expense and income reports as prepared by the Downtown Director.

Upon motions made by Mr. Reid and seconded by Mr. Smith, the December 16, 2014 regular session meeting minutes were approved, acknowledgement of bills since December 16, that totaled \$38,131.09 and expense and income reports for December were approved. Said motions were unanimously approved as submitted. Chairperson Rochon thanked City staff for efforts on the year-end budget.

Conduct Annual Organizational Session

Chairperson Rochon 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. Smith then nominated Mr. Rochon as Downtown Management Board Chairperson and Mr. Reid as Vice Chairperson for 2015, and that the Downtown Management Board's regular meeting schedule for 2015 be set at 7:00 P.M., on the third Tuesday of each month, at City Hall, seconded by Mr. Carlson. 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.

Approve Committee Appointment

The Downtown Director reported that she received a request from Josh Roberts, General Manager of Papa Lou's, to volunteer to be on the Downtown Events Committee. Upon motion made and supported, the appointment of Josh Roberts, be appointed to the Downtown Events Committee. Said motion was unanimously approved as submitted.

Hear Committee Reports

The Downtown Promotions Coordinator reported on behalf of the Events Committee and that they partnered with the City on the Winter Festival which is planned for February 12-15; that Mardi Patty Gras Crawl is a new dinner event scheduled for Friday, March 6; and Sidewalk Sales will always be the last Friday of July with this year's dates of July 31 and August 1, 2015. The Downtown Promotions Coordinator also reported on behalf of Petoskey Rocks! and reviewed the tentative dates and schedule of events and that the season would be extended until after Festival on the Bay weekend.

Board members inquired on the number of movies that will be held and what the commercial time entailed. The Downtown Promotions Coordinator reviewed that there will be a movie in the park every Friday night and commercial time includes 30 seconds of commercial time before each movie and establishment creates commercial.

The Downtown Director reported on behalf of the Marketing Committee and that new events are being planned and that the holiday catalogue was very successful and committee plans to do again next year.

In economic enhancement, the Downtown Director reported that Molly's Kitchen will be going in where The Painted Cottage was on Lake Street and is an extension of Ed Karmann's Celtic Shop which will be serving and selling Celtic food; and that Craig Ryan's Menswear will be returning and moving into space where Frivolous Sal's was on Howard Street.

In beautification, the Downtown Director reported on that there will be a sponsorship plan in place for concrete planters and that the committee will be putting a wrought iron fence around each planter.

The Downtown Director reported that the Parking Committee completed its final review on the five-year parking plan and hopes to have recommendations and plan to the Board at the next meeting.

In downtown design, the Downtown Director reported that the Façade Improvement Grant orientation meeting was held with low attendance but those in attendance represented some potentially worthwhile projects.

The Downtown Director reported on behalf of the public art plan and that a final meeting is planned for January 29 with the stakeholder group with hopes to have a plan to the Board at the next meeting.

The Downtown Director also reported that the newsletter was sent out; that the New Arlington Place project is on hold until future notice and that the Board should further discuss next steps for the Darling Lot or look at other options; and reported that Barry Cole was selected to represent Petoskey and speak at the annual Parking Industry Exhibition conference in March in Chicago on parking management in a hospitality industry.

Board members discussed that the comprehensive parking plan should be thoroughly discussed at the next meeting and possibly as a workshop session. Chairperson Rochon suggested that the parking discussion be tabled until a hard cost is determined by Walker Parking and what would be added to the new study if one is completed. The Downtown Director reported that she would circulate possible meeting dates for the next meeting.

Miscellaneous Comments

Chairperson Rochon reviewed that City Council selected Robert Straebel, from Charlevoix, as the leading City Manager candidate contingent upon an employee contract at City Council's special meeting on January 17.

There were also public comments concerning how long the holiday catalogue would be active on the website; the status of the public art plan and that the plan should be presented for public input; that the parking plan is supposed to be discussed at the next Thirsty Thursday meeting; that the suggested parking workshop be scheduled where public and merchants can attend; inquiries on where the next Thirsty Thursday meeting would be held; and concerns with moving ahead on another Walker Parking study until the New Arlington Place project is planned.

Chairperson Rochon also congratulated the Downtown Director on the Mission Award she was awarded as part of the Chamber's Breakfast of Champions.

There being no further business to come before the Downtown Management Board, the meeting was adjourned at 7:47 P.M.