



DOWNTOWN MANAGEMENT BOARD

July 16, 2019

A regular meeting of the City of Petoskey Downtown Management Board was held in the City Hall Community Room, Petoskey, Michigan, on Tuesday, July 16, 2019. The meeting was called to order at 7:00 P.M., and the following were

Present: S. Reginald Smith, Chairperson
Doug Buck, Vice Chairperson
Noah Marshall-Rashid
Brittany McNeil
John Murphy, Mayor
Jessica Stubbs

Absent: Robin Bennett, Daniel Harris and Ben Slocum

Also in attendance were Downtown Director Becky Goodman and City Manager Robert Straebel.

Approve Consent Agenda Items

Downtown Management Board members discussed the first item of routine business, the June 18, 2019 regular meeting minutes; acknowledgement of bills since June 18, 2019; and acceptance of the June expense and income reports as prepared by the Downtown Director.

Upon motion made by Mr. Marshall-Rashid and seconded by Mr. Buck, the June 18, 2019 regular meeting minutes were approved; acknowledgement of bills since June 18, 2019 that totaled \$47,010.26; and expense and income reports for June were approved. Said motion was unanimously approved as submitted.

Discuss Snow Melt Feasibility Proposal

The Downtown Director reviewed that at the request of the Board, Tim Knutsen, Beckett and Raeder representative, was present to review a proposal prepared by Beckett and Raeder and requested by Downtown staff for a study to determine costs and feasibility of a sidewalk snow melt system. The Downtown Director further reviewed that the project is included in the Downtown Strategic Plan and has come forward due to the potential of the work being included in proposed development at 200 East Lake Street; that regardless of immediate funding opportunity, a sidewalk snow melt system has long been discussed at Board level; and that a feasibility study is the first step.

Mr. Knutsen gave a brief presentation on the proposal and explained the reasons for not pursuing an electric system solution.

Board members inquired if the next step would be a bid; if the plan would account for existing systems; inquired if there was an estimated total cost for project; heard inquiries on where the run-off goes; if there would be stormwater issues; if run-off can be quantified; that systems don't work in the most extreme conditions, but 99% of the time it is luxurious and Board members who already have it, like it; that a snow melt system would bring added value to all of downtown; and that boilers are best located in a basement.

Mr. Knutsen responded to comments and that detailed drawings would be the next step and then go out to bid; that the proposal does account for existing systems; that he does not have an estimated total cost, but could research and bring back to the Board; that most of the run-off evaporates; and that Bay Harbor fire station has no issues with ice buildup from run-off.

Upon motion made by Mr. Buck and seconded by Ms. Stubbs, to table matter and asked the consultant to research an estimated total cost figure and cite other communities that have snowmelt systems. Said motion was unanimously approved as submitted.

Hear Committee Reports

The Downtown Director reported on behalf of the Parking Committee and that the full report was provided in the packet; reviewed smart meter updates; that staff showed pictures of a proposed County/Park Garden Lot as prepared by Shorewood Architecture; that staff had spoken to a County Commissioner who was positive about the County's support for the project, but that there were no funds; that the Parking Committee would be working on funding strategies for project; that comments were received about the blinking lights on the new meters, the speed of the recognition time and the installation schedule; that the Traffic and Safety consultant indicated that there would be costs for initial program adjustments and suggested waiting for full setup and adjusting all at once; reviewed holiday meter sponsorship program; and accepted copies of the Aspen parking management system and will be further discussed at the next meeting.

The Downtown Director reported on behalf of the Events Committee and that the full report was provided in the packet; reviewed Wicked Weekend events in October; that the first two Petoskey Rocks had good, but not great attendance; and that the carriage rides had to be cancelled both weeks due to no diapers for the horses and the driver's truck not running.

The Downtown Director further reviewed that trolley ridership increased significantly over July 4 and drivers are working out well.

The Downtown Director further reported that staff is working on bike and scooter designated parking spaces behind Beards Brewery for the purpose of deterring guests from parking in unsafe spots that also block Beards' entry; that the Chamber is hosting a Hot Topics seminar on July 22 and the subject will be Petoskey Grand and tickets are \$10; that the consultants will have results from the Darling Lot study next week; that two of the proposed concepts will include stacked parking as a way to provide adequate parking and tax revenue generating properties; that two of the downtown entry signs were taken down during the construction project that will need repair and the Board should expect a proposal for this work at the next meeting; and that a "visual merchandising and store planning workshop" by Bob Gibbs is planned for August 15 as part of business retention activities.

Hear City Staff Report

The City Manager provided updates on the US-31 realignment highway project; that Planning Commission will be reviewing Harbor Hall's accommodation request and medical marijuana provisioning center zoning locations at their July 18 meeting; that Planning Commission will also be reviewing a preliminary PUD zoning change for 200 East Lake Street; that the City received a \$83,000 grant for the Iron Belle Bridge project; and that the Sunset Stair Tower replacement project will begin this week.

Hear Miscellaneous Comments

Upon motion made by Mr. Marshall-Rashid and seconded by Mr. Buck, to close the street between Lake and the Elks Lot for the remaining Petoskey Rocks events. Said motion was unanimously approved as submitted. Downtown staff will expedite arrangements with City staff. Ms. Stubbs commented that she and others found downtown to be very dark and wanted to see the Board pursue more lighting. Board members discussed lighting trees in the park and building lights. Chairperson Smith reviewed that lighting was mentioned in the strategic plan and that the Design Committee was to spearhead initiatives.

The Downtown Director responded that this matter was to have happened sometime next year and received direction to move this activity up in the work plan.

There being no further business to come before the Downtown Management Board, the meeting was adjourned at 8:15 P.M.