**CITY OF LAPEER**

**MINUTES OF A REGULAR**

**DOWNTOWN DEVELOPMENT AUTHORITY**

**LAPEER MAIN STREET MEETING**

**FEBRUARY 26, 2020**

A regular meeting of the City of Lapeer Downtown Development Authority and Lapeer Main Street was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Wednesday, February 26, 2020 at 8:00 a.m.

**Members Present:** Chairman Dan Osentoski, Vice Chairman Tim Roodvoets, Mr. Dan Gerlach, Mr. Ray Davis, Ms. Ginni Bruman, Ms. Sue Griggs and Ms. Elizabeth Moffitt.

**Members Absent:** Mr. Tony Macksoud, Ms. Debbie Marquardt, Mr. Dan Sharkey and Mr. Steve Elzerman.

**Also Present:** Mr. James Alt, DDA Executive Director, Mr. Dave Frisch, Police Chief, and Ms. Jill Lyons, Center for the Arts Executive Director.

Chairman Osentoski called the meeting to order at 8:00 a.m.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

It was moved by Mr. Roodvoets and supported by Mr. Davis to approve the Consent Agenda for February 26, 2020 as follows:

1. Approval of minutes of Joint DDA meeting held on January 21, 2020;
2. Approval of minutes of regular DDA meeting held on January 22, 2020; and
3. Approval of Treasurer Report and Bill Listing.

**MOTION CARRIED.**

**Executive Committee**

There was not a report.

**MAIN STREET COMMITTEE REPORTS**

**Organization Committee**

Mr. Roodvoets reported the committee met and discussed additional input on the DDA portion of the City Master Plan update and that the Design Committee will be reviewing the information to provide to the full DDA board in March to be sent to the Planning Department to incorporate into the updated plan. Mr. Roodvoets stated the committee also discussed the Illuminate Lapeer project and the upcoming board retreat.

**Design Committee**

Mr. Alt reported the committee reviewed a new application received for a Building Improvement Program Loan and that historic building upkeep best practices information obtained from the Main Street Program will be distributed to businesses. Mr. Alt also informed the board that the County Commission is currently reviewing authorizations of which entities are entitled to utilize the Farmer’s Market pavilion, the Old Courthouse lawn and the restrooms in the lower level of the Old Courthouse.

**Economic Restructuring Committee**

There was not a report.

**Promotion Committee**

Mr. Alt reported the committee met and worked on upcoming events and the 2020 Downtown Directory. Mr. Alt stated the Main Street Program Impact Reports have been ordered, that the Summer Concert Series performers are being booked and the grant application to DTE for the concert series has been submitted.

Ms. Laurel Droz, DDA Administrative Assistant, addressed the board on the need to focus on ways to stop the trend of the youth leaving Lapeer and finding ways to bridge the gap for teens and make Lapeer attractive. Ms. Droz suggested a potential open stage event for writers and artistic performers in the 6th to 12th grade age range who will also tend to bring their friends and family members downtown. After discussion on the need to provide youth engaging activities downtown, it was the consensus of the board Ms. Droz to proceed to organize the event as proposed.

**Center for the Arts**

Ms. Lyons distributed and reviewed the quarterly CFA financial report and updated the board on ticket sales and current and upcoming events, classes, programs and performances at Gallery 194 and the Pix Theatre. Ms. Lyons reported the Motown themed fundraiser for the Center for the Arts scheduled for February 29th is sold out.

**STAFF REPORT**

Mr. Alt reported Chef G’s has been awarded a $25,000 Match on Main grant, that interest has been received from 5 additional downtown businesses to apply for the Match on Main grants and that a committee needs to be formed to develop a review criteria list for the business proposals of the applicants to determine how they will best address downtown needs overall in order to narrow the grant applications to be submitted to two. Discussion was held on the ongoing issue of business owners and residents parking in the spaces on Nepessing Street taking up spaces for customers including various ways to discourage the practice, a request from a business for 15 minute parking signage, encouraging use of rear entrances where available and enforcement or the 2 a.m. to 6 a.m. and 72 hour restricted parking areas.

Mr. Alt also reported he is assisting with a new grant application for the Dog Park, that the Dog Park recently received a $10,000 grant from the Lapeer Community Foundation, that he is also working with the SBDC on a joint training session to be held in March and reviewed upcoming dates for training and workshops.

**NEW BUSINESS**

**Board Retreat**

Mr. Alt stated the DDA Board Retreat is scheduled for 8:00 a.m. on Saturday, March 14th at the William Peter mansion in Columbiaville and Mr. Davis suggested the members take advantage of the opportunity to see and visit recent accomplishments of the Columbiaville DDA.

**Board Vacancies**

Discussion was held on Mr. Cady’s resignation from the DDA Board and persons who have submitted interest in being appointed to fill the two vacancies on the DDA board. After discussion, it was moved by Mr. Osentoski and supported by Mr. Roodvoets to recommend the Mayor appoint Bailey RaCosta to the DDA board. **MOTION CARRIED.**

**OLD BUSINESS**

**Illuminate Lapeer Project Loan**

Mr. Osentoski updated the board on the Illuminate Lapeer project stating the project is moving forward and that the City Commission will be considering a request from the DDA for a $22,000 loan for the DDA’s portion of the project funding at their March 2nd meeting.

**ADJOURNMENT**

There being no further business it was moved by Ms. Griggs and supported by Mr. Gerlach to adjourn the meeting at 9:22 a.m. **MEETING ADJOURNED.**

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Ms. Ginni Bruman

Secretary