

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
DECEMBER 16, 2015**

A regular meeting of the City of Lapeer Downtown Development Authority was held in the Conference Room at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Wednesday, December 16, 2015 at 8:00 a.m.

Members Present: Chairman Dan Gerlach, Vice Chairman Tony Macksoud, Ms. Jolane Grossbauer, Ms. Catherine Bostick-Tullius, Mr. Ray Davis, Mr. Tim Roodvoets, Mr. Tom Benton, Mr. Bill Sprague, Mr. Dan Sharkey and Mr. Dan Osentoski.

Members Absent: Mr. Jason Rogers, Mr. Doug Hodge and Mr. Bruce Cady.

Also Present: Mr. Jim Alt, Executive Director, and Mr. Todd Alexander, Public Safety Director.

Chairman Gerlach called the meeting to order at 8:02 a.m.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

It was moved by Mr. Sprague and supported by Ms. Grossbauer to approve the Consent Agenda for December 16, 2015 as follows:

1. Approval of minutes of regular DDA meeting held on October 28, 2015; and
2. Approval of Treasurer Report and Bill Listing.

MOTION CARRIED.

COMMITTEE REPORTS

Executive Committee

There was not a report.

Design Committee

Mr. Alt reported he has distributed Sign Assistance and Facade Loan applications to interested parties, however, no new requests have been received.

It was the consensus of the board not to convene to a Lapeer Main Street, Inc. meeting.

Property Maintenance/Beautification Committee

Mr. Macksoud reported the downtown holiday decorations look nice and some light strands have been unplugged.

Development Committee

There was not a report.

Center for the Arts Council Liaison

Ms. Grossbauer updated the board on Gallery 194 classes and the annual giving campaign and stated the DDA's monthly payment schedule has improved the cash flow situation. Ms. Grossbauer informed the board Katie Beth Chrismer has been hired, that the exhibit schedule has been completed through January 2017, updated the board on upcoming Pix events and stated the Anniversary Celebration is scheduled for January 8th. Ms. Grossbauer reported the gallery will be closed December 21st thru January 2nd for interior painting, reminded the board the Pix Christmas ornaments are still available and updated the board on issues with the lower level toilets and basement odor in the Pix Theatre.

DBA Liaison

Chairman Gerlach introduced Dan Osentoski to the board stating he was appointed to the DDA board by the Mayor on December 7th.

Mr. Benton updated the board on Winter Fest including sponsorship and volunteer involvement and stated the board is progressing toward the transition to the DDA.

Discussion was held regarding the increased attendance at the Winter Fest event.

Chamber of Commerce Liaison

Mr. Macksoud reported the Chamber is currently accepting submission of candidate names for Citizen of the Year.

Former Drive-Thru Bank Property

Mr. Macksoud reported he was approached by Chuck Lambert of St. Matthews Church regarding the possibility of the DDA acquiring the church owned former drive-thru bank property located at the southeast corner of Park Street and Court Street and requested Development Committee Chairman Cady meet with Mr. Lambert and the issue be placed on the January DDA meeting Development Committee report for consideration.

STAFF REPORT

Executive Director

Jim Alt updated the board on submission of the Michigan Main Street Resolution of Support for 2016, the DBA website and available property listing update and informed the board Woodchips will be expanding into the vacant adjacent space, a new church will occupy the former River Street Café space and Red Room Tattoos is relocating downtown. Mr. Alt reported he put together a promotional campaign for Small Business Saturday held November 28th, that he has met with Pat Lucas from LDC, participated in an online seminar for Smart Growth America regarding Rebuilding Cities and plans to develop an email listing for a DDA newsletter to downtown businesses to improve communication. Mr. Alt also requested approval to renew the DDA's LDC Economic Club membership for 2016 at a cost of \$200 and it was the consensus of the board to approve renewal of the DDA's membership. Mr. Alt reported the next Michigan Main Street training session is scheduled for March 2016 and the newly formed committee plans to meet in February.

M-24 Electronic Sign

Mr. Alt updated the board on the status of the M-24 electronic sign stating the north side of the sign, which is visible to southbound traffic, has been shut down and now has visibility issues due the new fencing installed on M-24, that panels from the north side have been relocated to the south side to replace defective panels and the south side sign face, which is visible to northbound traffic, has been turned on. Mr. Alt reported he is in the process of obtaining cost estimates to replace the sign.

Discussion was held regarding the potential for the sign to be used by businesses not located in the DDA district, the need to track use of the sign, the possibility of charging for use of the sign and the need to place messages listing the actual names of downtown businesses rather than generic messages.

NEW BUSINESS

Discussion was held regarding improving the walkability of downtown and the need to investigate installing pedestrian crossing pavement markings.

Mr. Benton requested the possibility of constructing new dumpster enclosures in the rear parking lots of businesses and properties on the north side of Nepessing Street be researched.

OLD BUSINESS

Vacant Lot Adjacent to Pix Theatre

Mr. Alt updated the board on the status of the various proposals resulting from the design charrette held on use of the vacant lot between the Pix Theatre and Burke's Flowers stating he is working on putting together a presentation for consideration by the DDA and City Commission.

ADJOURNMENT

There being no further business, it was moved by Mr. Roodvoets and supported by Ms. Grossbauer to adjourn the meeting at 8:35 a.m.

Mr. Tom Benton
Secretary