

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
OCTOBER 26, 2016**

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, October 26, 2016 at 8:00 a.m.

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

Members Absent: Mr. Dan Osentoski, Mr. Ray Davis, Mr. Bruce Cady, Mr. Doug Hodge, Mr. Pat Hingst and Mr. Bill Sprague.

Also Present: Mr. Jim Alt, Executive Director, Mr. Dale Kerbyson, City Manager, and Mr. Todd Alexander, Public Safety Director.

Chairman Gerlach called the meeting to order at 8:15 a.m.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

It was moved by Ms. Bostick-Tullius and supported by Mr. Macksoud to approve the Consent Agenda for October 26, 2016 as follows:

1. Approval of minutes of regular DDA meeting held on September 28, 2016; 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 one new Sign Assistance Program application is expected.

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 holiday decorations will be installed soon and that the City DPW installed new pole brackets for the decorations. Discussion was held regarding the courthouse holiday decorations which will consist of a wreath and garland. Mr. Alt reported the sinking drain in the parking lot behind the former drive-thru bank now owned by St. Matthew's Church has been repaired.

Development Committee

There was not a report.

Center for the Arts Council Liaison

Ms. Grossbauer updated the board on Center for the Arts activities including upcoming classes, exhibits, events and performances at Gallery 194 and the Pix Theatre. Mr. Grossbauer distributed the 2016-17 brochures and stated the website should be up and running at anytime and that new toilets were installed in the lower level of the Pix Theatre.

Chamber of Commerce Liaison

Mr. Macksoud reported the Chamber of Commerce is preparing for the holiday events and that the old courthouse tree will be decorated with multi-colored LED lights.

STAFF REPORT

Executive Director

Bike Racks

Mr. Alt reported Mr. Burda, owner of the Tetnus Shop, has offered to donate a 30 space bike rack for use downtown and proposed the rack be separated into 3 or 4 sections and given to local metal working artists to turn into artwork which would also function as bike racks in the downtown area. Discussion was held regarding the project's low or no cost and installing some type of plaque on the racks recognizing the artist. After discussion, it was the consensus of the board for Mr. Alt to pursue the project as proposed.

Michigan Main Street Program

Mr. Alt reported the Michigan Main Street Steering Committee will be meeting to review the status of the Select Level application, that the City Commission approved establishing a new DDA savings account for online fundraising purposes, that a Meet & Greet at Tilted Axis Brewery is being planned, that he will be distributing downtown businesses a link to Google's free YouTube business webinars and updated the board on recent and upcoming Coffee with the Commish meetings. Mr. Alt distributed and reviewed the Vacancy and Rental Rate Comparison report and discussion was held regarding upcoming and current vacancies downtown and communities comparable to Lapeer to include in future reports. Mr. Alt reported the Tilted Axis Brewery Re-Grand Opening was well attended and reviewed new businesses opening soon.

Mr. Alt updated the board on a meeting with City Building Official Darryl Oliver concerning comments from downtown businesses stating the meeting was productive and reviewed the status of issues with the Lyric Mall renovations, the opening delays of Chef G's and the City's efforts to assist downtown businesses. Mr. Alt also updated the board on social media activity, a recent commercial filmed downtown, the Zombie Walk which included over 200 participants, the well attended Treat Walk which included carving 300 pumpkins, the Downtown Lapeer website which features an updated available properties listing and the new Why Choose Downtown Lapeer promotional flyer. Mr. Alt reviewed upcoming events including Small Business Saturday on November 26th, Winter Fest, a Pub Crawl and Women's Night Out on November 17th, activities at Beyer's Furniture in conjunction with the Lapeer Association and reported the Main Street Promotion/Marketing Committee recently met to discuss upcoming holiday events.

OLD BUSINESS

M-24 Electronic Sign

Mr. Alt distributed a conceptual design rendering showing a raised height M-24 electronic sign and space for a business sponsor sign area on the brick base and stated he will obtain a price quote from Craig's Signs. Discussion was held on whether or not the sponsor sign area makes the design too busy and the price difference between a monochrome and multi-colored electronic sign.

OTHER BUSINESS

Ms. Bostick-Tullius updated the board on TIFA legislation stating the legislation was passed by the Michigan Senate and now moves on to the Michigan House of Representatives for consideration.

Michigan Main Street Program

Mr. Alt reported the Select Level application is due December 2nd.

Discussion was held regarding the status of the Team Work building's MEDC Facade Loan application and changes made to the program by MEDC.

Discussion was held regarding the November DDA meeting date which falls on the day before Thanksgiving, potential meeting quorum issues and the possibility of moving the meeting up a week to November 16th. Staff will survey the DDA members to determine if rescheduling the meeting date is necessary.

ADJOURNMENT

There being no further business, it was the consensus of the board to adjourn the meeting at 9:09 a.m.

Mr. Tom Benton
Secretary