

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
FEBRUARY 24, 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, February 24, 2016 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. Bruce Cady, Mr. Dan Sharkey and Mr. Dan Osentoski.

Members Absent: Mr. Jason Rogers, Mr. Doug Hodge and Mr. Bill Sprague.

Also Present: Mr. Jim Alt, Executive Director, and Mr. Dale Kerbyson, City Manager.

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

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

It was moved by Ms. Bostick-Tullius and supported by Ms. Grossbauer to approve the Consent Agenda for February 24, 2016 as follows:

1. Approval of minutes of regular DDA meeting held on December 16, 2015;
2. Approval of Treasurer Report and Bill Listing;
3. Approval of Audit Report for Period June 30, 2015;
4. Approval of Annual Financial Report for Period Ended June 30, 2015; and
5. Approval of Budget Amendment for Special Events/Promotions.

MOTION CARRIED.

COMMITTEE REPORTS

Executive Committee

There was not a report.

Design Committee

Mr. Alt reported he has inquiries on the Sign Assistance and Facade Loan programs, however, no new applications have been received.

It was moved by Mr. Roodvoets and supported by Ms. Bostick-Tullius to convene to a Lapeer Main Street, Inc. meeting.

LAPEER MAIN STREET, INC.

Semi-Annual Financial Report

The Lapeer Main Street, Inc. semi-annual financial report for the period ended December 31, 2015 was reviewed. After discussion, it was moved by Ms. Bostick-Tullius and supported by Mr. Benton to accept the Lapeer Main Street, Inc. semi-annual Financial Report for the period ended December 31, 2015. **MOTION CARRIED.**

Facade Loan Fund Agreement Renewal (Sixth Agreement)

Mr. Alt reviewed the proposal to renew the Facade Loan Fund Agreement with Lapeer County Bank & Trust Co. for an additional 5 years at an interest rate of 2¼%. Discussion was held regarding the low interest rate, the need to increase marketing of the program and the possibility of increasing the maximum loan amounts. It was the consensus of the board for the Facade Loan Committee to meet and provide recommended changes to the program to the full board. After discussion, it was moved by Ms. Bostick-Tullius and supported by Mr. Roodvoets to approve renewing the Facade Loan Fund Agreement with Lapeer County Bank & Trust Co. for an additional 5 years at an interest rate of 2¼%.

Yeas: Mr. Gerlach, Mr. Macksoud, Mr. Roodvoets, Ms. Bostick-Tullius, Ms. Grossbauer, Mr. Davis, Mr. Osentoski, Mr. Sharkey and Mr. Benton.

Nays: None.

Abstain: Mr. Cady.

Absent: Mr. Rogers, Mr. Sprague and Mr. Hodge.

MOTION CARRIED.

It was moved by Ms. Grossbauer and supported by Mr. Cady to adjourn the Lapeer Main Street, Inc. meeting and to reconvene the Downtown Development Authority meeting. **MOTION CARRIED.**

Property Maintenance/Beautification Committee

Mr. Macksoud stated there were no downtown maintenance issues to report and everything looks good.

Development Committee

Drive-Thru Bank Property

Mr. Cady reported he met with Chuck Lambert of St. Matthew's Church regarding the vacant drive-thru bank property stating the property does not include the Cranberry Court building, that the church would like to sell the drive-thru property including the parking lot, that the church is not interested in donating the property, that the existing structure needs to be demolished and they would like to develop the property into a skate board park, community center or park pavilion. Discussion was held regarding blight and safety issues on the property and it was the consensus for Jim Alt to convey the DDA board's concerns to the property owner and inquire on their plans to address the blight and safety issues.

Center for the Arts Council Liaison

Ms. Grossbauer reported the Center for the Arts received a \$2,000 grant from the Four County Community Foundation which will fund a large format color printer and updated the board on current and upcoming classes and exhibits at Gallery 194 and performances and events at the Pix Theatre.

Chamber of Commerce Liaison

Mr. Macksoud reported the Chamber is working on the upcoming Spring Expo.

STAFF REPORT

Executive Director

Jim Alt updated the board on the Michigan Main Street Program webinar scheduled for February 25th, upcoming training opportunities in Lansing and Wayne on March 16th and June 21st, interest received in the former law office space located next to Pueblo Viejo, the City's new MEDC representative Emmanuel Odom and new businesses opening in the Lyric Mall and other downtown locations. Mr. Alt reported a committee meeting was held on the designs for the proposed pocket park for the vacant space between the Pix Theatre and Burke's Flowers and that the preferred design elements will be forwarded to Rowe Professional Services Company to prepare the final design proposal and that he is researching funding options for the park including crowd funding in partnership with the MEDC.

Mr. Alt reviewed other initiatives he would like to proceed researching in order to implement downtown including additional bike racks, dog stations, improvement to the Fox Street mall, rehabilitation of the Rotary Park horseshoe and shuffle board courts, a history walk in partnership with the Michigan Humanities Council, Little Free Libraries and promoting geo-caching at downtown locations. Mr. Alt also updated the board on increased social media activities for the DDA stating the majority of the DDA's social media audience is women between 35 and 45 and informed the board 150 people have signed up to receive the DDA electronic newsletter.

Mr. Alt reported he is working with the Center for the Arts on the Art on Nepessing event scheduled for June 3rd and 4th and will be assisting with the Smithsonian Hometown Sports exhibit. Mr. Alt stated the Main Street Promotion and Marketing Committee is currently working on the Downtown Business Directory, that dates have been set for other downtown events and that he is working with the Chamber to coordinate dates more effectively and apply for a Main Street Revolution grant for a \$50,000 prize to highlight Lapeer with a documentary television show.

NEW BUSINESS

Little Free Libraries

Mr. Alt requested permission to proceed to implement the Little Free Libraries in downtown and reviewed the program including the size and location of the structures, the offer from the District Library to provide the free books, a \$500 mini-grant available to fund the project and plans to reach out to local artists to construct the libraries. Discussion was held regarding potential locations and the need to monitor the libraries and Mr. Alt stated the Never Ending Story and The Book Shelf have both expressed support of the program. After discussion, it was moved by Ms. Bostick-Tullius and supported by Mr. Osentoski to proceed with implementation of Little Free Libraries downtown.

OLD BUSINESS

M-24 Electronic Sign

Mr. Alt updated the board on the status of the M-24 electronic sign including the age of the sign, repair costs and quotes for new signs ranging from \$10,000 to \$37,000. Discussion was held regarding whether or not to charge a fee for use of the sign, the possibility of utilizing TIFA 2 funding for the sign, the fact the north-facing side is not visible due to the new fence along M-24 above the river and pedestrian tunnel, the possibility of relocating panels from the north-facing side to the south-facing side, seeking a sponsor to fund maintenance of the sign, a potential marketing company for the sign and the need for more research on the various options for the sign.

OTHER BUSINESS

Member Attendance

Discussion was held regarding Jason Rodgers' lack of attendance at DDA meetings and the fact that he has not attended a full board meeting in over a year. After discussion, it was moved by Mr. Roodvoets and supported by Ms. Bostick-Tullius to recommend the removal of Jason Rogers from the DDA board due to his lack of attendance at the monthly DDA meetings for the past 24 months. **MOTION CARRIED.**

Election of Officers

After discussion, it was moved by Mr. Cady and supported by Mr. Davis to nominate and elect Dan Gerlach as DDA Chairman, Tim Roodvoets as DDA Vice Chairman, Catherine Bostick-Tullius as DDA Treasurer and Tom Benton and DDA Secretary. **MOTION CARRIED.**

ADJOURNMENT

There being no further business, it was the consensus of the board to adjourn the meeting at 9:05 a.m.

Mr. Tom Benton
Secretary