

**CITY OF LAPEER  
MINUTES OF A REGULAR  
DOWNTOWN DEVELOPMENT AUTHORITY MEETING  
AUGUST 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, August 24, 2016 at 8:00 a.m.

**Members Present:** Chairman Dan Gerlach, Vice Chairman Tim Roodvoets, Ms. Jolane Grossbauer, Mr. Doug Hodge, Mr. Pat Hingst, Mr. Bruce Cady, Ms. Catherine Bostick-Tullius, Mr. Dan Sharkey and Mr. Dan Osentoski.

**Members Absent:** Mr. Tom Benton, Mr. Tony Macksoud, Mr. Ray Davis and Mr. Bill Sprague.

**Also Present:** Mr. Jim Alt, Executive Director.

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 Mr. Hodge and supported by Ms. Grossbauer to approve the Consent Agenda for August 24, 2016 as follows:

1. Approval of minutes of regular DDA meeting held on July 27, 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 no new sign or facade loan applications have been received.

It was moved by Mr. Cady and supported by Mr. Hodge to convene to a Lapeer Main Street, Inc. meeting. **MOTION CARRIED.**

**LAPEER MAIN STREET, INC.**

**Facade Loan Program - Architectural Services**

Mr. Alt reported he met with H2A Architects, a spin-off of THA Architects, and was informed that the level of architectural service provided for \$2,500 is sufficient to provide a computer design rendering as well as cost breakdown of the facade improvements.

It was moved by Mr. Hingst and supported by Mr. Hodge to offer \$2,500 in architectural assistance services to Facade Loan Program applicants utilizing Lapeer Main Street funds.

**MOTION CARRIED.**

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

**Property Maintenance/Beautification Committee**

There was not a report.

**Development Committee**

There was not a report.

**Center for the Arts Council Liaison**

Ms. Grossbauer updated the board on the Center for the Arts Lapeer Days activities including a promotional tent and the Outside the Box event for children, upcoming exhibits, printing of the new 2016-17 Season Programming Brochure, the Octoberfest event scheduled for September 24<sup>th</sup> and the Annual Meeting scheduled for September 13<sup>th</sup>. Ms. Grossbauer distributed the approved 2016-17 Center for the Arts Budget and discussion was held on various budget line items.

**Chamber of Commerce Liaison**

There was not a report.

**STAFF REPORT**

**Executive Director**

Mr. Alt updated the board on last month's visit by Britteny Hoszkiw of the Michigan Main Street Center including the public meeting at the Old Courthouse attended by 60 participants and comments received from Ms. Hoszkiw regarding volunteer and community support challenges to be expected. Mr. Alt reported he has submitted the request to move up to the Main Street Program's Select Level and the second quarterly report. Mr. Alt also reported a Lapeer Days Main Street promotional tent was set up to increase exposure for the program, that he attended a webinar on August 10<sup>th</sup> on communication planning and the next webinar is scheduled for August 26<sup>th</sup> on volunteer management.

Mr. Alt updated the board on the Coffee with the Commish teen edition held on July 30<sup>th</sup> stating concerns were expressed on the fact teens do not feel welcome downtown, that the teens had some great and creative ideas for downtown and that another teen edition will be scheduled after school starts. Mr. Alt reported the regular Coffee with the Commish was also held the end of July at which concerns were expressed on the lack of attendance by downtown business owners and the next meeting is scheduled for 7 p.m. on August 28<sup>th</sup> at Dagwood's.

Mr. Alt also updated the board on the request received from Lapeer County EMS to waive capturing millage funds for their anticipated ballot proposal, the temporary closure of Tilted Axis Brewery, the updated vacancy chart, new business openings, business closures, income from the Art on Nepessing event, the new exterior paint on the Lapeer County Historical Society building, the Saginaw Street bridge opening and the Old Courthouse

column work. Mr. Alt also updated the board on the Promotions/Marketing Committee meeting held August 2<sup>nd</sup> at which sub-committees were formed for individual downtown events, completion of the Summer Concert Series, the Monday Cruise events which are doing well and expanding, continuing efforts to find a suitable downtown location for Crankshaft Coffee and distribution of Lapeer Development Corporation's broadband survey.

Discussion was held on comments received regarding the need for more downtown stores to be open later on Mondays during the downtown cruise events and the status of the design for the pocket park to be located next to the Pix Theatre. Discussion was also held regarding comments received concerning difficulty in opening a business in the City and the need for assistance and/or oversight of the Building Department similar to an Ombudsman to assist business owners in navigating the process to open a business.

### **OLD BUSINESS**

#### **M-24 Electronic Sign**

Mr. Alt reported the M-24 electronic sign is off due to a malfunction, that he is waiting on quotes for replacing the sign and that if the sign height is increased an extra area would be available for use. Discussion was held regarding the possibility of charging for use of the sign and the extra available area and the traffic count on M-24.

### **OTHER BUSINESS**

#### **Michigan Main Street**

Mr. Alt reported the Main Street Steering Committee will be meeting to focus on the communication plan and the Select Level application and that he is investigating the possibility of setting up a Main Street Program informational booth at the Farmers' Market.

### **ADJOURNMENT**

There being no further business, it was moved by Mr. Cady and supported by Mr. Hodge to adjourn the meeting at 8:55 a.m.

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Mr. Tom Benton  
Secretary