

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY
LAPEER MAIN STREET MEETING
NOVEMBER 28, 2018**

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, November 28, 2018 at 8:00 a.m.

Members Present: Chairman Dan Gerlach, Mr. Dan Osentoski, Mr. Tom Benton, Mr. Bruce Cady, Mr. Dan Sharkey, Mr. Ray Davis, Ms. Catherine Bostick-Tullius, Ms. Sue Griggs and Ms. Ginni Bruman.

Members Absent: Vice Chairman Tim Roodvoets, Mr. Tony Macksoud, Mr. Bill Sprague and Mr. Tony Stroh-Piechowski.

Also Present: Mr. James Alt, Executive Director, Mr. Dale Kerbyson, City Manager, Mr. Dave Frisch, Public Safety Director, and Ms. Jill Lyons, Center for the Arts Executive 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 Ms. Bostick-Tullius and supported by Mr. Osentoski to approve the Consent Agenda for November 28, 2018 as follows:

1. Approval of DDA meeting minutes held on October 24, 2018; and
2. Approval of Treasurer Report and Bill Listing.

MOTION CARRIED.

Executive Committee

Ms. Bostick-Tullius reported the committee gave Mr. Alt approval to develop the job description for the additional part-time administrative assistant position, that the position has been advertised, applications have been received and interviews are being scheduled.

MAIN STREET COMMITTEE REPORTS

Organization Committee

Ms. Bostick-Tullius reported the committee met and discussed further plans for the year-end holiday card to donors which will also request feedback on what projects the public would like to see the DDA work toward implementing downtown.

Design Committee

Mr. Sharkey reported the committee met and walked the downtown area to discuss ideas for downtown improvements and will meet to develop a work plan to complete the proposed projects.

Mr. Alt reviewed the sign design rendering submitted for Chef G's Sign Assistance Program application. It was moved by Ms. Bostick-Tullius and supported by Mr. Davis to approve the Sign Assistance Program sign design for Chef G's located at 450 W. Nepeensing Street. **MOTION CARRIED.**

Economic Restructuring Committee

Mr. Osentoski reported the committee is continuing to work on implementing the rewards card program in early 2019.

Promotion Committee

Mr. Alt reported the committee met and continued working on the Winter Fest and Pub Crawl event, stated that Lakestone Bank has sponsored the Winter Fest horse carriages and updated the board on the recent Ladies Night Out event.

OTHER REPORTS

Center for the Arts

Ms. Lyons distributed and reviewed the LCA quarterly financial report, updated the board on recent and upcoming activities and events at Gallery 194 and the Pix Theatre and audience demographics provided by the new ticketing software program. Ms. Lyons reported the LCA has achieved the funding goal to qualify for the LCCF Annual Giving Program.

STAFF REPORT

Executive Director

Mr. Alt requested the members to return the self assessments forms and updated the board on the pocket park project, new businesses opening, the upcoming Winter Fest event on November 30th & December 1st and legislative updates scheduled to take effect January 1st. Mr. Alt stated interviews are being scheduled for the part-time administrative assistant position. Mr. Cady offered to donate a desk and possibly a computer for the new position.

Discussion was held regarding the status of the Vinyl Bar & Grill project, the new gym and hair salon to open downtown and updates needed to the DDA & Main Street information on the City's website.

OTHER BUSINESS

December Meeting Cancellation

After discussion regarding the December board meeting date it was the consensus of the board to cancel the December DDA meeting.

Mr. Benton noted the Lapeer Sewing Center was closing after 42 years and inquired if any type of recognition from the City or DDA was possible for the long-time downtown business.

After discussion, it was the consensus of the board to allow the M-24 electronic sign to be rented for one-day usage for birthday and anniversary type events.

ADJOURNMENT

There being no further business it was the consensus of the board to adjourn the meeting at 8:31 a.m. **MEETING ADJOURNED.**

Mr. Dan Osentoski
Secretary