

**CITY OF LAPEER  
MINUTES OF A REGULAR  
DOWNTOWN DEVELOPMENT AUTHORITY MEETING  
MAY 27, 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, May 27, 2015 at 8:00 a.m.

**Members Present:** Chairman Dan Gerlach, Vice Chairman Tony Macksoud, Ms. Jolane Grossbauer, Mr. John Matonich, Mr. Bruce Cady, Mr. Tom Benton and Mr. Ray Davis.

**Members Absent:** Mr. Jason Rogers, Mr. Dan Sharkey, Mr. Bill Sprague, Mr. Tim Roodvoets and Mr. Doug Hodge.

**Also Present:** Ms. Janine Saputo, DDA Executive Director, Mr. Dale Kerbyson, City Manager, Mr. Todd Alexander, Public Safety Director, and Ms. Linda Jackman, Planning Director.

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

**PUBLIC COMMENTS**

There were no public comments.

**CLOSED SESSION**

It was moved by Mr. Macksoud and supported by Mr. Cady to convene to a closed session at 8:02 a.m. in order to discuss a personnel matter. **MOTION CARRIED.**

It was moved by Mr. Matonich and supported by Ms. Grossbauer to reconvene the regular meeting at 8:17 a.m. **MOTION CARRIED.**

**CONSENT AGENDA**

It was moved by Mr. Cady and supported by Mr. Benton to approve the Consent Agenda for May 27, 2015 as follows:

1. Treasurer Report and Bill Listing.

**MOTION CARRIED.**

**MINUTES**

Discussion was held regarding the roll call vote held on April 22, 2015 approving the DDA 2015-16 Budget. After discussion, it was moved by Mr. Macksoud and supported by Mr. Cady to approve the minutes of the regular meeting held on April 22, 2015 as presented. **MOTION CARRIED.**

**SPECIAL MEETING**

It was moved by Mr. Cady and supported by Mr. Macksoud to schedule a special meeting for 7:30 a.m. on Wednesday, June 10, 2015 at Lapeer City Hall to consider the Executive Director's employment agreement. **MOTION CARRIED.**

## **COMMITTEE REPORTS**

### **Executive Committee**

There was not a report.

### **Design Committee**

Ms. Saputo reported the owners of the new Tilted Axis Brewery may be interested in participating in the Sign Assistance Program.

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

### **Property Maintenance/Beautification Committee**

Mr. Macksoud inquired on the status of refurbishing the benches in the Old Courthouse Square. Ms. Jackman reported Jim Alt, Gallery 194 Manager, is working with County representatives to complete the refurbishing of four benches.

Discussion was held regarding graffiti on the new Court Street bridge. Chief Alexander reported he has ordered the paint and the graffiti will be covered soon.

### **Development Committee**

There was not a report.

### **Center for the Arts Council Liaison**

Ms. Grossbauer updated the board on the Movie Under the Stars event stating there was a low turnout due to the weather and some lighting difficulties were experienced. Ms. Grossbauer updated the board on the Art on Nepeessing event stating the crowds were larger, that more vendors are needed and reviewed the various award winners. Ms. Grossbauer reviewed current and upcoming exhibits, performances and activities at Gallery 194 and the Pix Theatre, the bus trip to Greektown Casino scheduled for August 29<sup>th</sup> and a Euchre Tournament scheduled for July 25<sup>th</sup>. Ms. Grossbauer reported a grant applications have been submitted to the National Endowment for the Arts to fund theatre education classes and to the Michigan Council for Arts and Cultural Affairs for operating expenses.

### **DBA Liaison**

Mr. Tom Benton, DBA Treasurer, reported the Monday Night Cruise events have begun and have received sponsorships from Ross Automotive and Lapeer County Bank and Trust and that the Thursday evening Summer Concerts will begin June 11<sup>th</sup>.

### **Chamber of Commerce Liaison**

Mr. Macksoud reported the Chamber of Commerce is working on the Lapeer Days Festival planning and the major entertainment acts have been secured.

## **STAFF REPORT**

### **Executive Director**

Ms. Saputo reported she is working with the Parks Department on the downtown flower planting and requests for additional bike racks downtown and stated she has received interest from a new business owner in potential participation in the Facade Loan Program. Ms. Saputo reported that the new Saturday set up configuration for the Farmers' Market works well, that the Art on Nepessing event had a higher caliber of art than last year's event, that the proceeds are shared with the DBA and that the new brick is currently being installed on the exterior wall of the Pix Theatre.

Ms. Jackman reviewed the planned design charrette regarding the vacant open space at 160 W. Nepessing Street between the Pix Theatre and Burke's Flowers scheduled for June 6<sup>th</sup> to be facilitated by Michele Filipiak who is volunteering her architectural services and which will entail an intense design session to include 16-20 professionals and individuals and invited any interested DDA members to attend as well.

Mr. Kerbyson inquired whether or not the Farmers' Market information is on a DDA website and Ms. Saputo reported the Farmers' Market is featured on the DDA's Facebook page and on all her emails.

Discussion was held regarding the van and trailer parked on Nepessing Street during operation of the Farmers' Market which is blocking the view of the market and the success of the new set up of the Market off the Courthouse lawn area. Mr. Kerbyson offered to contact the Market Manager about this situation.

### **NEW BUSINESS**

#### **Center for the Arts – 2015-16 Programming Services Agreement**

Ms. Saputo reviewed the proposed 2015-16 Center for the Arts Programming Services Agreement. After discussion, it was moved by Mr. Macksoud and supported by Mr. Matonich to approve the 2015-16 Center for the Arts Programming Services Agreement as presented. **MOTION CARRIED.**

### **OLD BUSINESS**

#### **Michigan Main Street Program**

Ms. Saputo reported the participants who had planned to attend the May Michigan Main Street training session cancelled and that upcoming training sessions are scheduled in Grayling, Hart and Otsego in June, July and August respectively. Ms. Saputo stated she is preparing a summary of the Michigan Main Street training received to date for distribution to downtown business owners.

### **OTHER BUSINESS**

#### **Board Vacancy**

Discussion was held regarding Mike Robinet's resignation from the DDA board and interest received in filling the vacancy. After discussion, it was moved by Mr. Cady and supported by Ms. Grossbauer to recommend the City Commission appoint Catherine Bostick-Tullius to the Downtown Development Authority. **MOTION CARRIED.**

**DDA Secretary Position**

After discussion it was moved by Ms. Grossbauer and supported by Mr. Macksoud to elect Tom Benton as DDA Secretary. **MOTION CARRIED.**

**ADJOURNMENT**

There being no further business, it was the consensus of the board to adjourn the meeting at 8:50 a.m.

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Mr. Tom Benton  
Secretary