

**CITY OF LAPEER
MINUTES OF A SPECIAL
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
JUNE 10, 2015**

A special meeting of the City of Lapeer Downtown Development Authority was held in the Commission Chambers at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Wednesday, June 10, 2015 at 7:30 a.m.

Members Present: Chairman Dan Gerlach, Vice Chairman Tony Macksoud, Mr. Dan Sharkey, Mr. Bill Sprague, Mr. Tim Roodvoets, Mr. John Matonich, Mr. Bruce Cady, Mr. Tom Benton, Mr. Doug Hodge and Mr. Ray Davis.

Members Absent: Mr. Jason Rogers, Ms. Jolane Grossbauer and Ms. Catherine Bostick-Tullius.

Also Present: Ms. Janine Saputo, Executive Director, Mr. Dale Kerbyson, City Manager, and Ms. Linda Jackman, Planning Director.

Chairman Gerlach called the meeting to order at 7:30 a.m.

PUBLIC COMMENTS

There were no public comments.

Executive Director Employment Agreement

Ms. Saputo requested a closed session for the purpose of reviewing her Employment Agreement.

It was the consensus of the board to take comments from City Manger Kerbyson prior to convening to closed session.

City Manger Kerbyson reviewed discussion held during the City's budget review process and workshop concerning the \$45,000 annual commitment from the City's General Fund for the DDA Executive Director's salary and stated questions have risen on the value of services being received in light of the City's need to cut expenditures. Mr. Kerbyson reviewed various concerns with the expectations of the position and items listed in the job description and summarized issues with the downtown Farmers' Market operation and a request from the Mayor for the DDA Executive Director to provide a visual graph of the downtown vacancy rate for display at City Hall.

Mr. Kerbyson also reviewed various issues with Ms. Saputo's performance on the Main Street Program, communication, development of a DDA website, the lack of DDA involvement in the Teamwork building project and a lack of substance created in development of new activities and initiatives downtown. Mr. Kerbyson suggested a list of expectations for the position be created, the position be put on hold and a new job description be created before the DDA moves forward with renewing Ms. Saputo's contract.

Closed Session

It was moved by Mr. Cady and supported by Mr. Davis to convene to a closed session at 7:45 a.m. in order review the Executive Director's Employment Agreement. **MOTION CARRIED.**

It was moved by Mr. Roodvoets and supported by Mr. Hodge to reconvene the regular meeting at 9:25 a.m. **MOTION CARRIED.**

It was moved by Mr. Macksoud and supported by Mr. Cady to extend Ms. Saputo's DDA Executive Director Employment Agreement for one year, in conjunction with the City Manager to provide a list of goals and objectives for the position within 30 days and to schedule a 6 month appraisal of the position to determine whether or not to continue the agreement. **MOTION CARRIED.**

ADJOURNMENT

There being no further business, it was the consensus of the board to adjourn the meeting at 9:28 a.m.

Mr. Tom Benton
Secretary