

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
JULY 23, 2014**

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, July 23, 2014 at 8:00 a.m.

Members Present: Chairman Dan Gerlach, Vice Chairman Tony Macksoud, Mr. Mike Robinet, Mr. Tom Benton, Mr. Bruce Cady, Ms. Jolane Grossbauer, Mr. John Matonich, Mr. Tim Roodvoets and Mr. Dan Sharkey.

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

Also Present: Ms. Janine Saputo, Executive Director, Mr. Todd Alexander, Director of Public Safety, and Ms. Linda Jackman, Planning Director.

Chairman Gerlach called the meeting to order at 8:03 a.m.

PUBLIC COMMENTS

There were no comments from the public.

CONSENT AGENDA

It was moved by Mr. Robinet and supported by Mr. Macksoud to approve the Consent Agenda for July 23, 2014 as follows:

1. Minutes of the regular meeting held June 25, 2014; and
2. Treasurer Report and Bill Listing.

MOTION CARRIED.

COMMITTEE REPORTS

Executive Committee

There was not a report.

Design Committee

Ms. Saputo reported sign assistance reimbursement to Pieces of LaPierre has been approved, no additional sign assistance requests are in the queue and no facade loan requests have been received.

It was moved by Mr. Matonich and supported by Mr. Robinet that the Downtown Development Authority convene to a Lapeer Main Street, Inc. meeting. **MOTION CARRIED.**

Lapeer Main Street, Inc.

The Lapeer Main Street Semi-Annual Financial Report for the period ended June 30, 2014 was reviewed. It was moved by Mr. Matonich and supported by Ms. Grossbauer to accept the Lapeer Main Street Semi-Annual Financial Report. **MOTION CARRIED.**

It was moved by Mr. Robinet 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

Ms. Jackman updated the board on the progress of the Clay Street/Court Street Reconstruction Project stating the project is on schedule for completion prior to the Lapeer Days festival.

Development Committee

There was not a report.

Center for the Arts Council Liaison

Ms. Grossbauer updated the board on Pix Theatre sponsorship efforts, the recent Detroit Institute of Arts event held in conjunction with the Julia Kay Portrait Party closing reception, upcoming exhibits at Gallery 194 and a 3-digit raffle fundraiser in October.

DBA Liaison

A DBA representative was not in attendance. Ms. Saputo reported she is attempting to contact representatives of the DBA for more information on several issues relating to the downtown Farmers' Market, the recent craft show and Mom to Mom sale, the status of the Made in Michigan festival scheduled for September 26th and 27th and whether or not there is interest from the DBA in participating in the Main Street Program.

Discussion was held regarding the need for a DBA representative to attend the next DDA meeting to provide a report on the downtown Farmers' Market operation, the Made in Michigan event and Main Street Program.

Chamber of Commerce Liaison

Mr. Macksoud reported the Lapeer Days festival planning is proceeding and the Chamber is anxious for the Clay Street/Court Street Reconstruction Project to be completed. Discussion was held regarding the upcoming repairs to the Lapeer County Bank & Trust Co. steps on Pine Street and whether the project will be completed by the Lapeer Days festival.

STAFF REPORT

Executive Director

Ms. Saputo reported the Kiddo's game and toy store is closing, updated the board on other businesses opening and/or relocating in the downtown area and informed the board approximately half of the required funding has been raised for the downtown bench public art project introduced at the June 25th DDA meeting.

Ms. Saputo reviewed an update provided by the City Manager on the status of the burned building at 160 W. Nepessing Street adjacent to the Pix Theatre stating the City is moving forward with acquiring the building and he is working with a potential developer for the site in conjunction with the Michigan Economic Development Corporation to rebuild a similar building.

Discussion was held on the Saginaw Street Reconstruction Project which is on schedule, whether or not there are any plans for improvements to Genesee Street and the schedule for resurfacing Lincoln Street. Discussion was also held on the plans to hold the Lapeer Days carnival in the parking lot behind Lapeer County Bank & Trust Co. wear and tear on the lot by the carnival traffic and the lack of funds to maintain the lot which is crumbling.

Ms. Saputo requested authorization to attend the Michigan Downtown Association Strengthening Downtowns workshop to be held August 1st in Port Huron at a cost of \$75. It was moved by Ms. Grossbauer and supported by Mr. Roodvoets to authorize Ms. Saputo to attend the workshop with the fee to be paid from the Miscellaneous Expenses budget line item. **MOTION CARRIED.**

OLD BUSINESS

Michigan Main Street Program

Ms. Saputo reported herself, Jim Alt and Jill Lyons from the Center for the Arts attended the Main Street Program training session in Saline on July 9th. Ms. Saputo also reviewed the Michigan Main Street report submitted and stated the three options to be determined are to either discontinue the program, renew the program at the Associate level for one additional year or to apply for Main Street Select status. Ms. Saputo reviewed the information provided in the report concerning the Lapeer DDA's training participation, how the training information has been disseminated to the community, what activities/conversations have occurred in the community concerning the program and whether there is more or less community support for the Main Street Program.

Discussion was held regarding the lack of interest from the DBA board in participating in the program, the need to determine whether or not the DBA is interested in participating in the Main Street Program, the need to publicize and educate all downtown businesses and property owners to generate enthusiasm for the Main Street Program as well as the need for increased support for the Main Street Program from the City administration.

After discussion, it was moved by Mr. Cady and supported by Mr. Macksoud for the DDA to continue participating in the Michigan Main Street Program at the Associate Level for one additional year. **MOTION CARRIED.**

Farmers' Market Pavilion Panel Repair

Ms. Saputo updated the board on the costs to repair the damaged vinyl panels on the Farmers' Market Pavilion including the \$2,547 insurance reimbursement check received which does not include the \$1,000 deductible or the \$780 cost for improving the

securing method of the panels to prevent future damage. Discussion was held regarding whether or not the proposed improvements will prevent future weather related damage, the choice made to install vinyl rather than canvas panels, concerns with vandalism in the past and prior discussions held to require the DBA to set aside \$1,000 for repair and maintenance of the panels.

After discussion, it was moved by Mr. Matonich and supported by Mr. Robinet to enter into agreement with Mid Michigan Awning to repair and improve the panels as proposed with payment of the \$1,000 deductible from the Unappropriated Funds budget line item and the \$780 for securing improvements from the Property Maintenance budget line item. **MOTION CARRIED.**

ADJOURNMENT

There being no further business, it was the consensus of the board to adjourn the meeting at 9:07 a.m.

Mr. Mike Robinet
Secretary