

**CITY OF LAPEER  
MINUTES OF A REGULAR  
DOWNTOWN DEVELOPMENT AUTHORITY MEETING  
AUGUST 27, 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, August 27, 2014 at 8:00 a.m.

**Members Present:** Chairman Dan Gerlach, Mr. Doug Hodge, Mr. Tom Benton, Mr. Bruce Cady, Ms. Jolane Grossbauer, Mr. Ray Davis, Mr. Tim Roodvoets and Mr. Dan Sharkey.

**Members Absent:** Vice Chairman Tony Macksoud, Mr. Jason Rogers, Mr. John Matonich, Mr. Mike Robinet and Mr. Bill Sprague.

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

Chairman Gerlach called the meeting to order at 8:04 a.m.

**PUBLIC COMMENTS**

There were no comments from the public at this time.

**CONSENT AGENDA**

It was moved by Mr. Hodge and supported by Mr. Cady to approve the Consent Agenda for August 27, 2014 as follows:

1. Minutes of the regular meeting held July 23, 2014;
2. Treasurer Report and Bill Listing; and
3. Budget Amendment for LDC Funding.

**MOTION CARRIED.**

**COMMITTEE REPORTS**

**Executive Committee**

There was not a report.

**Design Committee**

Ms. Saputo reported one potential sign assistance request is pending from The Galloping Grocer.

**Lapeer Main Street, Inc.**

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

**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 activities at the Center for the Arts including the upcoming Pix Theatre performance season, recent and upcoming exhibits at Gallery 194, a scheduled event in appreciation of the new gallery lighting funded by the Lapeer County Community Foundation, the Octoberfest event scheduled for October 11<sup>th</sup> and the Chenille Sisters scheduled performance on October 18<sup>th</sup>. Discussion was held on the Center for the Arts 2014-15 budget information submitted.

### **DBA Liaison**

Mr. Chuck Lambert, DBA board member, was present and reported the DBA Made in Michigan Festival has been delayed until possibly next year. Discussion was held concerning the DDA's responsibility for oversight of the DBA operation, options available to the DDA in light of the recent dysfunctional organization of the DBA, the successful events managed by DBA Coordinator Mary Jo Wenzlick, the ad hoc group of downtown business owners and merchants forming separately from the DBA organization and the DBA's lack of leadership and vision since the departure of Jane Abruzzo, former DBA Treasurer in March.

Ms. Saputo reviewed her list of items the DDA would like to be updated on which was sent to DBA President Jeanne McCorkle including the Farmers' Market, the Made in Michigan event, Lapeer Main Street and the DBA Agreement to which she has received no response. Discussion was held regarding the need to once again explore the option of merging the Downtown Business Association with the Chamber of Commerce.

Mr. Lambert also addressed the board concerning the need to improve the process for new businesses opening in the City and downtown and various suggestions to help businesses negotiate the process including establishing a one stop shop location for such businesses. Mr. Lambert stated currently a new business opening must visit three separate locations and pay an average permit fee of \$315. Mr. Lambert reviewed the resources available at the Lapeer Development Corporation for new businesses and requested the City to submit their list of requirements for distribution along with the LDC's information. Mr. Lambert also suggested various options to improve the process for new businesses including assigning the new business a sponsor and establishing a Business Ombudsman position. The option of entrepreneurial networking was also suggested. Ms. Jackman stated she would work on establishing the suggested one stop shop option for new businesses.

After discussion regarding the current situation of the DBA operation it was the consensus of the board to direct the DDA Executive Director to schedule a joint meeting with the DDA, DBA and the Chamber of Commerce in order to explore a potential new direction and improved coordination of the DBA organization. Ms. Saputo stated she would be attending the September 2<sup>nd</sup> DBA meeting and inform them of the DDA's request for the joint meeting.

### **Chamber of Commerce Liaison**

Public Safety Director Todd Alexander updated the board on the Lapeer Days Festival stating arrests were down, attendance appeared to be reduced and the festival was quieter than previous years. Mr. Alexander stated the crowd appeared more sociable, the number of dogs downtown was reduced and overall it was a very nice event from the Public Safety Department's perspective. Discussion was held regarding the Optimist's Beer Tent sales, the fact the carnival seemed to be very busy, the reduction in the number of visitors to the Old Courthouse and the successful Box City event.

### **STAFF REPORT**

#### **Executive Director**

Ms. Saputo updated the board on various downtown business openings and relocations and commented on the amazing improvements completed with Court/Clay Street and Saginaw Street reconstruction projects. Ms. Saputo also reviewed efforts underway to participate in the Michigan Sculpture Initiative to bring public art sculpture displays downtown next year and other cities which have participated in the program. Ms. Saputo also informed the board that she has been called to Federal Jury Duty in Detroit the week of September 29<sup>th</sup>.

### **NEW BUSINESS**

#### **160 W. Nepessing Street**

City Manager Kerbyson updated the board on the status of the burned building adjacent to the Pix Theatre at 160 W. Nepessing Street stating the City has taken ownership of the building, that the site was cleaned up and secured prior to the Lapeer Days Festival, that a meeting is scheduled this week regarding the next phase of demolition and a potential stability issue with the adjacent Pix Theatre wall. Mr. Kerbyson also reviewed significant efforts made by the City to facilitate rebuilding and redeveloping the site with a two-story building with second floor apartments utilizing assistance from the State/MEDC which was not financially feasible for the interested developer.

Mr. Kerbyson requested input from the DDA regarding whether to install a 5 inch concrete slab or finish with a compacted and seeded lawn on the vacant area after demolition. Discussion was held regarding establishing electric and gas utilities for access on the vacant area, drainage issues, water seepage issues at the Pix Theatre, utilizing colored cement and installing planters and benches on the parcel. Discussion was also held regarding whether the DDA would be approached for input concerning design of any new building proposed for the site in the future and the City Manager indicated the DDA's input would be requested.

### **OLD BUSINESS**

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

Ms. Saputo reported she has notified the State of Michigan of the DDA's intent to continue participating in the Michigan Main Street Program at the Associate Level for one year and she will be submitting the necessary approvals and resolutions to the

State by October 17<sup>th</sup>. Ms. Saputo reviewed options being explored for advertising the program and a potential future town hall meeting.

**CORRESPONDENCE**

Ms. Saputo reviewed the City Treasurer's report submitted to the State concerning the DDA's personal property tax revenue loss in the amount of \$5,531.24.

Ms. Saputo also reviewed the national Parade magazine's August 17, 2014 publication featuring an article on the Main Street success of mixed-use development in traditional downtowns.

**ADJOURNMENT**

There being no further business, it was the consensus of the board to adjourn the meeting at 9:13 a.m.

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Mr. Mike Robinet  
Secretary