

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY
LAPEER MAIN STREET MEETING
JULY 24, 2019**

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, July 24, 2019 at 8:00 a.m.

Members Present: Chairman Dan Osentoski, Vice Chairman Tony Stroh-Piechowski, Mr. Dan Gerlach, Mr. Tony Macksoud, Ms. Catherine Bostick-Tullius, Ms. Sue Griggs, Mr. Dan Sharkey, Mr. Bruce Cady, Mr. Tim Roodvoets, Ms. Ginni Bruman and Mr. Glenn Alverson.

Members Absent: Mr. Tom Benton and Mr. Ray Davis.

Also Present: Mr. James Alt, DDA Executive Director, Mr. Dave Frisch, Police Chief, and Ms. Jill Lyons, Center for the Arts Executive Director.

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

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Discussion was held regarding a correction to the June 26, 2019 meeting minutes. It was moved by Mr. Cady and supported by Mr. Tony Stroh-Piechowski to approve the Consent Agenda for July 24, 2019 as follows:

1. Approval of minutes of DDA meeting held on June 26, 2019 as amended; and
2. Approval of Treasurer Report and Bill Listing.

MOTION CARRIED.

Executive Committee

There was not a report.

MAIN STREET COMMITTEE REPORTS

Organization Committee

Ms. Bostick-Tullius reported the Illuminate Lapeer capital campaign fundraising letter has been sent out and summarized the program which includes removal of the cobra-style light poles and replacement of the globes on the decorative street lights.

Design Committee

Mr. Alt updated the board on discussions with the City's Planning Consultant Caitlyn Habben on the Master Plan update to Downtown section stating the Design Committee is scheduled to meet with Caitlyn on August 20th and she will also be attending the full board meeting on August 28th.

Economic Restructuring Committee

Mr. Osentoski reported the committee met and worked on amending the current Facade Loan Program to include the Building Improvement Loan Fund Program.

Promotion Committee

Mr. Alt reported the committee met and reviewed the Fiscal Year 2018-19 revenues and expenses of the various downtown special events.

At this time it was moved by Ms. Bostick-Tullius and supported by Mr. Gerlach to convene to a Lapeer Main Street, Inc. meeting. **MOTION CARRIED.**

LAPEER MAIN STREET, INC.

Building Improvement Loan Fund

Mr. Osentoski reviewed the proposed Building Improvement Loan Fund including the general guidelines, the increase in the maximum loan amount to \$25,000, program requirements, types of activities allowed and types of activities not covered to receive funding through the program. Discussion was held on types of kitchen and permanent building improvements that would be qualified for funding through the program, requirements to participate in the program, the design guidelines and amending the financial information to be provided as listed in Section E of the Approval Criteria section of the Loan Procedures.

After discussion, it was moved Ms. Bostick-Tullius and supported by Mr. Stroh-Piechowski to approve the Building Improvement Loan Fund Procedures and Design Procedures contingent upon review of the design standards and amending Section E the Approval Criteria concerning financial information to be provided by an applicant.

MOTION CARRIED.

It was moved by Mr. Roodvoets and supported by Ms. Bostick-Tullius to adjourn the Lapeer Main Street, Inc. meeting and to reconvene the Downtown Development Authority meeting. **MOTION CARRIED.**

Center for the Arts

Ms. Lyons reviewed current and upcoming exhibits, classes and events at Gallery 194 and the Pix Theatre, the sponsorship drive and preparation of the 2019-20 Season Brochure.

STAFF REPORT

Executive Director

Mr. Alt updated the board on the Pocket Park grand opening and dedication ceremony scheduled for Friday, July 26th at 5:00 p.m. and the July 30th application deadline for the Match on Main grant program. Mr. Alt reviewed the costs to attend the Michigan Downtown Association Annual Conference to be held November 7th & 8th in Holland. It was moved by Mr. Cady and supported by Mr. Stroh-Piechowski to approve Mr. Alt's attendance at the MDA Annual Conference. **MOTION CARRIED.**

Mr. Alt updated the board on his discussions with Rodney Church of the Parks Department on potential ideas to assist the Dog Park Committee with challenges on their fundraising campaign. Discussion was held regarding various ways for the DDA to assist and promote the Dog Park project, the committee's need for grant writing assistance and the anticipated time commitment of the DDA staff to be dedicated to the Dog Park Committee.

Mr. Alt also updated the board on new businesses opening and expanding downtown and the Lenders Event planned on August 6th with representatives of the LDC, MEDC & SBDC to review various programs available to promote to potential borrowers. Mr. Alt reported Channel 12 News will be producing a news report on the Pocket Park grand opening and dedication ceremony and reviewed the worksheets to be completed and returned by the board members for a future planning session.

Discussion was held on whether alcohol consumption will be permitted in event rentals of the Pocket Park and sidewalk decals to be placed in various locations requiring bicycles to be walked when using the downtown sidewalks.

OTHER BUSINESS

Mr. Macksoud provided an update on the Team Work building renovation and facade improvement project stating construction of the elevator shaft is nearly complete, that roof work will begin next and work on the west and south facades are expected to be completed by Lapeer Days.

Chief Frisch provided an update on the status of the underground fuel and natural gas leaks at the Sunoco gas station at the intersection of Genesee Street and Saginaw Street.

ADJOURNMENT

There being no further business it was moved by Ms. Bostick-Tullius and supported by Mr. Stroh-Piechowski to adjourn the meeting at 8:51 a.m. **MEETING ADJOURNED.**

Ms. Ginni Bruman
Secretary