

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY
LAPEER MAIN STREET MEETING
FEBRUARY 27, 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, February 27, 2019 at 8:00 a.m.

Members Present: Chairman Dan Osentoski, Vice Chairman Tony Stroh-Piechowski, Mr. Tim Roodvoets, Mr. Dan Gerlach, Mr. Tom Benton, Mr. Dan Sharkey, Mr. Bill Sprague, Ms. Catherine Bostick-Tullius, Ms. Sue Griggs and Ms. Ginni Bruman.

Members Absent: Mr. Bruce Cady, Mr. Ray Davis and Mr. Tony Macksoud.

Also Present: Mr. James Alt, Executive Director, Mr. Dale Kerbyson, City Manager, 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

It was moved by Ms. Bostick-Tullius and supported by Mr. Stroh-Piechowski to approve the Consent Agenda for February 27, 2019 as follows:

1. Approval of minutes of DDA meeting held on January 23, 2019; 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 committee met and worked on developing and implementing the fundraising capital campaign and updated the board on the formation of the Lapeer Main Street Partnership task force committee consisting of representatives of the DDA, City, County and Chamber. Ms. Bostick-Tullius updated the board on activities of the new committee to date including working on developing a brand for the City, plans for Michigan Main Street to arrange for a professional branding firm to meet with the committee and stakeholders as well as hold a community brand unveiling event. It was the consensus of the board to provide the DDA monthly meeting minutes to the County Commissioners.

Ms. Bostick-Tullius also updated the board on discussions and meetings held with DTE Energy representatives concerning various issues relating to removal of the downtown overhead cobra-style streetlights and upgrading the globes on the decorative streetlight poles in order to meet the required minimum lighting level standards in the event the cobra-style light poles were to be removed. Ms. Bostick-Tullius stated DTE Energy will provide cost information to remove the cobra-style poles as well as upgrade the globes on the decorative streetlight poles and reported the committee is also gathering cost information on installing self-watering flower planters downtown.

Design Committee

Mr. Sharkey reported the committee met and also discussed the potential removal of the cobra-style light poles and worked on identifying future improvements needed in the downtown area.

Economic Restructuring Committee

Mr. Osentoski reported the Rewards Card Program has been implemented and the committee is working on getting the word out to more businesses to promote the Meet & Greet events held monthly at Chef G's. Discussion was held whether to consider amending the DDA's Lapeer Main Street Facade Loan Program to provide funding for various building interior work items and the limited funds available through the DDA Facade Loan Program. Mr. Kerbyson stated a similar loan program is available through the Lapeer Development Corporation and the I-69 Trade Corridor Program which provides funding assistance for building interior work including fire suppression.

Promotion Committee

Mr. Alt reported the committee met and discussed upcoming summer events, is working on finalizing the 2019 Downtown Directory which should be ready to print in March and is also working with the Center for the Arts on the Summer Art Festival. Mr. Alt reported 55 people participated in the Heart Bomb the Pix Theatre promotion which will be forwarded on to the State Historic Preservation Office.

Center for the Arts

Ms. Lyons updated the board on expanded demographic area information available through ticketing program, social medial activity and current and upcoming exhibits at Gallery 194 and performances at the Pix Theatre. Ms. Lyons reported she has submitted a grant application for \$25,000 to the Lapeer Community Foundation for the Center for the Arts basement remodeling project. Discussion was held regarding the cost associated with operating the Pix marquee, the possibility of upgrading the lights on the marquee to increase energy efficiency, the last refurbishment project on the marquee and the need to upgrade the interior theater lighting and sound systems.

Dog Park Update/Contribution

Mr. Rodney Church, Director of Parks & Recreation, distributed the donation request proposal to be submitted to Tractor Supply Store for the Dog Park. Discussion was held regarding the fact the Dog Park is located within the DDA District, the funding plan for the park, initial fund raising requirements in order to participate in the MEDC Patronicity program, funds raised to date, the value of the City DPW's in-kind services and the benefit of showing the DDA's funding support for the project to potential donors. After discussion, it was moved by Mr. Gerlach and supported by Ms. Bostick-Tullius to commit \$10,000 toward the Dog Park in the FY 2019-2020 DDA Operating Budget. **MOTION CARRIED.**

Mr. Church informed the board a Detroit Tigers baseball game bus trip fundraiser for the Dog Park is scheduled on June 8th.

STAFF REPORT

Executive Director

Mr. Alt reviewed various 2019 Michigan Main Street Program meeting dates, requested the members to turn in their self-assessment forms and reported Main Street representatives will be in Lapeer Friday to meet with businesses interested in participating in the Facade Improvement Program. Mr. Alt reported applications are currently being taken for the 2019 Hometown Hero Banner promotion with the goal to display the banners from Memorial Day to Veteran's Day and updated the board on the Paczki Fest event scheduled for March 5th to benefit the Lapeer Refuge Homeless Shelter.

Mr. Kerbyson updated the board on the Building Official's contact with owners of three blighted buildings in the downtown area. Discussion was held on the status of the Woodchip's BBQ expansion project.

OLD BUSINESS

Audit Report – FYE 6/30/2018

Mr. Alt reported he spoke with the DDA Auditor and received clarification on the board's questions on the Programming and Promotion Services Agreement line item and Fund Balance amounts shown in the audit report. Mr. Alt stated the Community Promotion amount which included the funds for the new M-24 sign purchase and the Programming Services Agreement amounts were combined to show the \$130,587 and that the items will be separated in the next audit report. Mr. Alt also reported the \$87,461 Fund Balance as of June 30th amount represents a 32.5% fund balance. After discussion, it was moved by Mr. Gerlach and supported by Mr. Sprague to accept the DDA Audit Report for Fiscal Year Ended June 30, 2018. **MOTION CARRIED.**

Mr. Gerlach informed the board his business has been approved to display a State Century Business Plaque.

ADJOURNMENT

There being no further business it was moved by Ms. Bostick-Tullius and supported by Mr. Stroh-Piechowski to adjourn the meeting at 9:35 a.m. **MEETING ADJOURNED.**

Ms. Ginni Bruman
Secretary