

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY
LAPEER MAIN STREET MEETING
APRIL 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, April 24, 2019 at 8:00 a.m.

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

Members Absent: Mr. Tony Macksoud.

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

Chairman Osentoski called the meeting to order at 8:01 a.m.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

It was moved by Mr. Sprague and supported by Mr. Gerlach to approve the Consent Agenda for April 24, 2019 as follows:

1. Approval of minutes of DDA meeting held on March 27, 2019;
2. Approval of Treasurer Report and Bill Listing; and
3. Approval of Budget Amendment for the Pocket Park Wall Murals.

MOTION CARRIED.

Executive Committee

Ms. Bostick-Tullius reported the committee met on April 11th and discussed the possibility of scheduling an off-site board retreat, ways to increase board member engagement and a potential amendment to the By-Laws to address minimum yearly meeting dates. Discussion was held regarding listing the DDA as a sponsor in the Downtown Directory, the need for DDA representation on the Center for the Arts council, review of the DDA board member self-evaluations and reconnecting with the individual board members and the possibility of requesting a Michigan Main Street representative to attend a future DDA meeting.

MAIN STREET COMMITTEE REPORTS

Organization Committee

Ms. Bostick-Tullius reported the Organization Committee met and continued working on the downtown lighting beautification project, informed the board the City Commission has committed their portion of the requested project cost participation in the upcoming budget with the contingency the DDA raise their portion of the project funds. Mr. Stroh-Piechowski reviewed the necessity of the project stating the downtown area significantly exceeds the required lighting level with the overhead cobra-style light poles in addition to the decorative street lights, that the globes on the decorative street lights will need to be upgraded to meet minimum lighting standards without the overhead cobra-style lights and that the project will make a significant impact of beautifying the downtown area.

Mr. Alt reviewed the Downtown Lighting Beautification Project cost summary including the proposed participation amounts by the DDA and City, the annual cost savings to the City by removing the cobra-style lights and various plans for the capital campaign to raise the DDA's portion of the project cost. Discussion was held regarding the fact the project represents a good partnership project between the City, DDA and members of the community which will beautify and improve the walkability and increase commerce downtown.

Ms. Bostick-Tullius also updated the board on activities of the Lapeer Main Street Partnership Committee including the branding campaign being undertaken between the committee, Michigan Main Street representatives and a professional branding consultant provided by the Michigan Main Street program. Ms. Bostick-Tullius reported sessions with the branding consultant will be held with the DDA and community stakeholders on May 22nd with an unveiling ceremony scheduled for May 23rd at the Old Courthouse.

Design Committee

Mr. Sharkey reported the committee did not meet however he and Mr. Alt met to continue review of various minor repair and improvement items needed to the Farmers' Market pavilion and stated they are continuing to obtain cost estimates to present to the board.

Economic Restructuring Committee

There was not a report.

Promotion Committee

Mr. Alt reported the 2019 Downtown Directory project has been completed, that 3,500 copies are being distributed throughout the area and thanked Tom Benton and Dan Osentoski for their help on the project. Mr. Alt also reported that due to a resignation a new chairperson is needed for the Promotion Committee, that the Monday Cruise events begin on May 6th and that the Summer Concert Series schedule is being finalized.

Center for the Arts

Ms. Lyons updated the board on Center for the Arts activities including ticket sales, increased classes, recent attendance figures and demographics which included 11 counties and Ohio in the last month, social media activity and current and upcoming exhibits and events at Gallery 194 and the Pix Theatre. Ms. Lyons stated a Woodstock themed fundraiser for the Center for the Arts is scheduled for May 4th, that the new season schedules are nearly complete for both Gallery 194 and the Pix Theatre, that the annual sponsorship drive has begun and that Gallery 194 will be hosting the Congressional Art show again next year.

Ms. Lyons reviewed grant applications submitted to various organizations to fund the Center for the Arts lower level remodeling project and the matching fund commitment from the City. Discussion was held regarding the possibility of utilizing the \$10,000 budgeted annually for Capital Improvement Projects at the Center for the Arts toward the project and the need to improve communication between the City, Center for the Arts staff and the DDA board on the project.

STAFF REPORT

Executive Director

Mr. Alt updated the board on workshops and sessions attended at the National Main Street Conference in Seattle, details of the upcoming Main Street Branding sessions in conjunction with Michigan Main Street and the recent notification received of the Downtown Lapeer's designation as a National Main Street community. Mr. Alt also updated the board on businesses working with representatives of Michigan Main Street and the MEDC on facade improvement projects, the Summer Concert Series grant submitted to DTE Energy, work continuing at the new Pocket Park and Historic Tax Credit legislation recently introduced by State representative. Mr. Alt reported the Michigan Downtown Association will host a workshop on DDA related legislation in Lapeer on May 17th and he is working on potential candidates to fill the DDA part-time administrative assistant position that will be vacant due to Ms. Campbell's acceptance of another position effective May 2nd.

Discussion was held regarding the status of the Vinyl Bar & Grill project at 393 W. Nepessing Street and issues the building owner has encountered with the City Building Department's enforcement of State Building Code fire suppression requirements due to certain uses planned in the basement and second floor areas of the building. Discussion was held on communication issues, whether or not there is an appeal process for the State Building Code requirements and the need for an architect or engineer to be involved to advise the owner. City Manager Kerbyson joined the meeting and provided an update on a potential solution to be proposed to the building owner by the City's Building Official regarding the State Building Code's allowance to install limited fire suppression in certain areas of an existing building under certain use conditions.

OTHER BUSINESS

Mr. Sprague announced he will be resigning as City Mayor effective June 1st due to his acceptance of an employment position that will require frequent out of state travel and thanked the DDA board for all they do for the downtown.

ADJOURNMENT

There being no further business it was the consensus of the board to adjourn the meeting at 9:19 a.m. **MEETING ADJOURNED.**

Ms. Ginni Bruman
Secretary