**CITY OF LAPEER**

**MINUTES OF A REGULAR**

**DOWNTOWN DEVELOPMENT AUTHORITY**

**LAPEER MAIN STREET MEETING**

**NOVEMBER 24, 2021**

A regular meeting of the City of Lapeer Downtown Development Authority and Lapeer Main Street was held at the Center for the Arts, 194 W. Nepessing Street, Lapeer, Michigan on Wednesday, November 24, 2021 at 8:00 a.m.

**Members Present:** Chairman Tim Roodvoets, Vice Chair Ginni Bruman, Dan Gerlach, Mayor Debbie Marquardt, Ray Davis, Mike Burke, Jeff Hogan, Catherine Bostick-Tullius, Tony Stroh and Bailey RaCosta.

**Members Absent:** Dan Sharkey, Steve Elzerman and Mike O’Brien.

**Also Present:** James Alt, DDA Executive Director, and Jill Lyons, Center for the Arts Executive Director.

Chairman Roodvoets called the meeting to order at 8:02 a.m.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

**038 2021 11-24 Consent Agenda**

It was moved by Bostick-Tullius and supported by Stroh to approve the Consent Agenda for November 24, 2021 as follows:

1. Approval of minutes of DDA meeting held on October 27, 2021; and
2. Approval of Treasurer Report and Bill Listing.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Hogan, RaCosta, Burke, Gerlach, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Members Sharkey, Elzerman and O’Brien.

**Abstain:** None.

**MOTION CARRIED.**

**EXECUTIVE COMMITTEE**

There was not a report.

**COMMITTEE REPORTS/MINUTES**

Chairman Roodvoets stated committee reports and minutes are as written and submitted in the meeting packet.

**OTHER REPORTS**

**Sub-Committee Business**

Design Committee

Bruman reviewed the design rendering chosen and topography report for the 40 ft. by 100 ft. community pavilion to be located in the parking lot north of Court Street adjacent to the river approximately 100 ft. east of Court Street. Discussion was held on the various design features of the pavilion including a ramp/bridge, a silo and winter maintenance.

**Center for the Arts**

Jill Lyons reviewed the work completed in the lower level of the Center for the Arts during the pandemic including the addition of a sink, countertops and art supply storage. Lyons updated the board on current and upcoming Gallery 194 exhibits, the Art Pantry program, upcoming performances at the Pix Theatre, building rentals, classes and attendance at recent events.

Lyons also reported a grant of $13,761 was received from the Lapeer County Community Foundation to be used for on-stage lighting and that the Main Street Match on Main Grant awards will be announced in January which, if awarded, will be used for additional lighting improvements. Lyons reviewed the CFA July-September 2021 financial report. Discussion was held on the need for a timeline and financing information for improvements still needed at the CFA including sound equipment and the newly purchased floor mounted laser projector which is able to stream from the internet used most recently to show the movies Hocus Pocus and Rocky Horror Picture Show.

**STAFF REPORT**

Main Street Program Update

Alt updated the board on the proposal received from Out of the Red to prepare a Case Statement and the need to update the DDA Mission and Vision statements. Discussion was held regarding the proposal’s cost, description of what is included in the statement and the target completion date of June 2022 or earlier.

**039 2021 11-24 Out of the Red Contract**

It was moved by Bostick-Tullius and supported by Stroh to approve the contract with Out of the Red at the hourly rate basis and to require monthly itemized billings.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Hogan, RaCosta, Burke, Gerlach, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Members Sharkey, Elzerman and O’Brien.

**Abstain:** None.

**MOTION CARRIED.**

Alt reported Goyette Mechanical is scheduled to repair the downtown clock power source next week, that Lapeer County Vision Center has purchased the former J.C. Penney building west of Woodchips to relocate their business and that no plans are complete on future development of the four lots destroyed by the fire.

**NEW BUSINESS**

**December Meeting Cancellation**

**040 2021 11-24 December Meeting Cancellation**

It was moved by Bostick-Tullius and supported by Burke to cancel the December meeting of the Downtown Development Authority.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Hogan, RaCosta, Burke, Gerlach, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Members Sharkey, Elzerman and O’Brien.

**Abstain:** None.

**MOTION CARRIED.**

**Board Retreat**

Alt reviewed responses received for scheduling the Board Retreat. After discussion it was the consensus to schedule the Board Retreat on Saturday, January 22, 2022 from 8 a.m. to 12 noon at an expense of up to $1,000 at a to be determined location.

**Opera House Block**

Discussion was held on the need for the City and DDA to closely collaborate on the plan for future development of the fire destroyed lots, the overhead utilities lines on the site and including improvement of the parking lot in redevelopment plans.

**2022 Training Policy**

Alt briefly reviewed the updated 2022 Training Policy as part of maintaining the City of Lapeer’s Redevelopment Ready Community certification stating training will now be tracked by training opportunities provided to DDA members rather than hours attended.

**041 2021 11-24 2022 Training Policy**

It was moved by Hogan and supported by Stroh to accept the 2022 Training Policy.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Hogan, RaCosta, Burke, Gerlach, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Members Sharkey, Elzerman and O’Brien.

**Abstain:** None.

**MOTION CARRIED.**

**BOARD MEMBER COMMENTS**

Discussion was held on the sale of the vacant lot west of Chef G’s and installation of the new synthetic ice rink behind Choice One Bank east of the Farmers’ Market location.

**ADJOURNMENT**

There being no further business it was moved by Stroh and supported by Gerlach to adjourn the meeting at 9:13 a.m.

**MEETING ADJOURNED.**

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Bailey RaCosta

Secretary