**CITY OF LAPEER**

**MINUTES OF A REGULAR**

**DOWNTOWN DEVELOPMENT AUTHORITY**

**LAPEER MAIN STREET MEETING**

**AUGUST 25, 2021**

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, August 25, 2021 at 8:00 a.m.

**Members Present:** Chairman Dan Osentoski, Vice Chairman Tim Roodvoets, Mr. Ray Davis, Mr. Mike O’Brien, Ms. Sue Griggs, Ms. Debbie Marquardt, Ms. Ginni Bruman, Mr. Jeff Hogan, Mr. Dan Gerlach and Ms. Bailey RaCosta.

**Members Absent:** Mr. Mike Burke, Mr. Steve Elzerman and Mr. Dan Sharkey.

**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 8:01 a.m.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

**027 2021 08-25 Consent Agenda**

It was moved by Bruman and supported by Hogan to approve the Consent Agenda for August 25, 2021 as follows:

1. Approval of minutes of DDA meeting held on July 28, 2021; and
2. Approval of Treasurer Report and Bill Listing.

**Yeas:** Mr. Osentoski, Mr. Roodvoets, Ms. Griggs, Mr. Davis, Ms. Marquardt, Ms. Bruman, Mr. Hogan, Ms. RaCosta, Mr. O’Brien and Mr. Gerlach.

**Nays:** None.

**Absent:** Mr. Burke, Mr. Elzerman and Mr. Sharkey.

**Abstain:** None.

**MOTION CARRIED.**

**Executive Committee**

Mr. Osentoski reviewed the Board Member Responsibility Agreement and reported there was a very low member attendance at the recent meeting with Michigan Main Street representatives. Mr. Alt reminded the members of the expectation to make their commitment to the DDA board a priority and highlighted information covered during the meeting with Michigan Main Street representatives on the topic of Fund Development. Mr. Alt also reviewed changes to be made to the monthly DDA meeting agendas in order to add additional action items and improve efficiency of the monthly meetings.

**MAIN STREET COMMITTEE REPORTS**

**Organization Committee**

Mr. Alt reported the committee met and reviewed the action plan and case statement and updated the board on the recommendation from Main Street representatives to obtain a professional consultant to prepare the case statement document.

**028 2021 08-25 Case Statement Consultant**

It was moved by Roodvoets and supported by Marquardt to authorize the Executive Director to contract with a consultant to prepare the case statement document at a cost of $500 to $1,000.

**Yeas:** Mr. Osentoski, Mr. Roodvoets, Ms. Griggs, Mr. Davis, Ms. Marquardt, Ms. Bruman, Mr. Hogan, Ms. RaCosta, Mr. O’Brien and Mr. Gerlach.

**Nays:** None.

**Absent:** Mr. Burke, Mr. Elzerman and Mr. Sharkey.

**Abstain:** None.

**MOTION CARRIED.**

**Design Committee**

Ms. Bruman reported Dan Sharkey is continuing to work on preparing the design for the new community pavilion following the recommendations made at the design charrette.

**Economic Restructuring Committee**

There was not a report.

**Promotion Committee**

Ms. Marquardt stated a practice run through for the Historic Walk event is scheduled for 5:30 p.m. on Tuesday, September 7th.

Mr. Alt updated the board on the status of the DDA merchandise order and plans to utilize the various downtown events to tell the story of the DDA and educate attendees on what the DDA and Main Street is. Mr. Alt also reported the new website downtownlapeer.com is complete and live.

**Center for the Arts**

Ms. Lyons updated the board on current and upcoming exhibits at Gallery 194, the Art Pantry program, scheduled performances at the Pix Theatre and activities during Lapeer Days. Ms. Lyons reported the new CFA budget has been approved and reviewed the quarterly financial report.

**STAFF REPORT**

Mr. Alt also updated the board on the status of the cleanup at the fire damaged buildings, potential Redevelopment Ready Community (RRC) funding for new projects downtown and repairs to be made to the downtown clock. Mr. Alt reviewed the new standards required to be certified as a Michigan Main Street Community which are scheduled to go into effect in 2023 and updated the board on new business openings and relocations and reported Calvelli’s in now under new ownership.

**NEW BUSINESS**

**MDA Fall Workshop**

Mr. Alt reported the Michigan Downtown Association’s Fall Workshop is scheduled to be held in Detroit on November 4th & 5th at a cost of $195 per person. Discussion was held on the benefits of having multiple members of the DDA participate in the conference and interest from members Hogan and Elzerman in attending.

**029 2021 08-25 MDA Conference Attendance**

It was moved by Bruman and supported by Hogan to approve Executive Director Alt and members Hogan and Elzerman to attend the MDA Conference on November 4th and 5th in Detroit at a cost of $195 each.

**Yeas:** Mr. Osentoski, Mr. Roodvoets, Ms. Griggs, Mr. Davis, Ms. Marquardt, Ms. Bruman, Mr. Hogan, Ms. RaCosta, Mr. O’Brien and Mr. Gerlach.

**Nays:** None.

**Absent:** Mr. Burke, Mr. Elzerman and Mr. Sharkey.

**Abstain:** None.

**MOTION CARRIED.**

Discussion was held on the status the landscaping refreshing and recent vandalism at the Pocket Park, marketing of the White Jr. High property and researching the housing needs in the downtown area.

**ADJOURNMENT**

There being no further business it was moved by Marquardt and supported by Roodvoets to adjourn the meeting at 8:55 a.m.

**MEETING ADJOURNED.**

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 Ms. Ginni Bruman

 Secretary