**CITY OF LAPEER**

**MINUTES OF A REGULAR**

**DOWNTOWN DEVELOPMENT AUTHORITY**

**LAPEER MAIN STREET MEETING**

**JUNE 24, 2020**

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, June 24, 2020 at 8:00 a.m.

**Members Present:** Chairman Dan Osentoski, Vice Chairman Tim Roodvoets, Mr. Dan Gerlach, Ms. Debbie Marquardt, Mr. Ray Davis, Ms. Ginni Bruman, Ms. Sue Griggs, Ms. Elizabeth Moffitt, Mr. Steve Elzerman, Ms. Bailey RaCosta and Mr. Jeff Hogan.

**Members Absent:** Mr. Dan Sharkey.

**Also Present:** Mr. James Alt, DDA Executive 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.

**AGENDA AMENDMENT**

It was moved by Ms. Marquardt and supported by Mr. Davis to amend the meeting agenda to add item C.3 Budget Amendment #3 to the Consent Agenda. **MOTION CARRIED.**

**CONSENT AGENDA**

It was moved by Ms. Marquardt and supported by Mr. Davis to approve the Consent Agenda for June 24, 2020 as follows:

1. Approval of minutes of DDA meeting held on May 27, 2020;
2. Approval of Treasurer Report and Bill Listing; and
3. Approval of FY 2019-20 Budget Amendment #3.

**MOTION CARRIED.**

**Executive Committee**

Center for the Arts – Programming Services Agreement

Mr. Alt reviewed the Center for the Arts Programming Services Agreement for the period of July 1, 2020 to June 30, 2021 including the funding amount which remains the same and other minor amendments to the agreement concerning submittal of financial reports, DDA member board appointment and DDA recognition. It was moved by Mr. Roodvoets and supported by Ms. Bruman to approve the 7/1/2020-6/30/2021 Center for the Arts Programming Services Agreement as proposed. **MOTION CARRIED.**

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

**LAPEER MAIN STREET, INC.**

**Building Improvement Loan – Osentoski – 328, 336 & 340 W. Nepessing St.**

Mr. Alt reviewed the Building Improvement Loan application received for D&J Osentoski, LLC for improvements to the property known as 328, 336 & 340 W. Nepessing Street including the exterior facade improvements planned and anticipated cost estimates which are dependent on the condition of the original brick exterior materials.

Mr. Quentin Bishop of Lapeer Development Corporation reviewed various details of the financial analysis completed for the loan application in the amount of $25,000 at a 3% interest rate for a period of 5 years. Discussion was held on loan collateral, requiring both itemized and final project costs and automatic bank transfer loan payments.

Discussion was held regarding the plan for a continuous facade design along the building, the design rendering provided, the Facade Improvement Zoning Permit required by the Planning Department for the project and the responsibility of the property owner for any project costs above the approved loan amount. After discussion, it was moved by Mr. Roodvoets and supported by Mr. Gerlach to approve the Building Improvement Loan application from D&J Osentoski, LLC for 328, 336 & 340 W. Nepessing Street as proposed. **MOTION CARRIED.**

It was moved by Mr. Gerlach and supported by Mr. Hogan to adjourn the Lapeer Main Street, Inc. meeting and to reconvene the Downtown Development Authority meeting. **MOTION CARRIED.**

**MAIN STREET COMMITTEE REPORTS**

**Organization Committee**

Mr. Alt reported the committee met and received a status update on the Downtown Lighting Improvement/Illuminate Lapeer project which is anticipated to be completed by the end of July or early August.

**Design Committee**

Mr. Alt reported the committee met and reviewed the Osentoski Building Improvement Loan Application and repairs to the Downtown Clock. Mr. Hogan inquired on the possibility of installing pedestrian crossing signals at the intersection of Court Street & Nepessing Street.

**Economic Restructuring Committee**

Mr. Osentoski reported the committee continues working with the Main Street Program consultant on the New Business Recruitment & Retention packet. Mr. Alt updated the board on upcoming Main Street representative site visits, survey and training sessions.

**Promotion Committee**

Mr. Alt updated the board on the status of the Car Cruise and Summer Concert Series events, the recent rolling cruises with approximately 50 participants and plans to begin the traditional Car Cruise event format on July 6th.

**Center for the Arts**

Ms. Lyons reported Gallery 194 reopened to the public on June 23rd to be open from 12-6 p.m. Tuesday through Saturday and stated staff has been performing extra cleaning and reorganization of the lower level to better accommodate classes. Ms. Lyons updated the board on the Art Pantry project, virtual programs and the status of various loans and grants.

**STAFF REPORT**

Mr. Alt reported a total of $41,000 in Match on Main COVID Response grants has been awarded to 8 downtown businesses and updated the board on potential new businesses opening, a potential GLTA millage to be included on the August election ballot and stated the Hometown Hero banners are ready to be installed. Mr. Alt also updated the board on legislative actions on creating social districts, use of the additional picnic tables installed downtown and receipt of the letter of interest from Mike Burke of Choice One Bank to serve on the DDA board.

**ADJOURNMENT**

There being no further business it was moved by Mr. Roodvoets to adjourn the meeting at 8:59 a.m. **MEETING ADJOURNED.**

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 Ms. Ginni Bruman

 Secretary