

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY
LAPEER MAIN STREET MEETING
OCTOBER 26, 2022**

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, October 26, 2022 at 8:00 a.m.

Members Present: Chairman Tim Roodvoets, Dan Gerlach, Bailey RaCosta, Catherine Bostick-Tullius, Mike O'Brien, Jason Rogers, Jeff Hogan, Tony Stroh and Ashley Fanson.

Members Absent: Mayor Debbie Marquardt and Dan Sharkey.

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

Chairman Roodvoets called the meeting to order at 8:00 a.m.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

073 2022 10-26 Consent Agenda

It was moved by Stroh and supported by Hogan to approve the Consent Agenda for October 26, 2022 as follows:

1. Approval of minutes of DDA meeting held on September 28, 2022; and
2. Approval of Treasurer Report and Bill Listing.

Yeas: Members Roodvoets, Gerlach, RaCosta, O'Brien, Bostick-Tullius, Hogan, Stroh, Rogers and Fanson.

Nays: None.

Absent: Members Marquardt and Sharkey.

MOTION CARRIED.

EXECUTIVE COMMITTEE

Executive Director Employment Agreement

Discussion was held on the Executive Director's Employment Agreement including renewing the contract for a 3-year term and various aspects of the agreement including language, funding for the position, conducting an annual performance review in May of each year, providing the evaluation to the full board, updating the evaluation document and the benefit of a 3-year contract showing the DDA's commitment to keeping the position. Director Alt commented he would request a multi-year agreement be evaluated annually for cost-of-living increases and additional vacation time. Discussion was also held regarding the ability of the City Commission to forgive the downtown lighting improvement project loan balance of approximately \$14,000 which has not yet been voted on by the City Commission, funding for the position, the need for the DDA to be self-sustaining and holding a special meeting to discuss the employment agreement prior to the next DDA meeting.

After discussion, it was the consensus of the board to schedule a special meeting for 8:00 a.m. on Wednesday, November 16, 2022 to consider the DDA Executive Director's Employment Agreement.

COMMITTEE REPORTS/MINUTES

Director Alt updated the board on the Design Committee's work on a 3-to-5-year plan for downtown projects and electric vehicle charging stations.

OTHER REPORTS

Center for the Arts

CFA Executive Director Lyons updated the board on current and upcoming Galley 194 exhibits and events at the Pix Theatre, classes, youth theater activities, the upcoming Treat Walk event, building rentals, Lapeer Community Theatre activities, insights gained from a recent conference and attendance statistics.

STAFF REPORT

Main Street Program Update

Director Alt updated the board on the upcoming National Main Street Accreditation call and reviewed the Michigan Main Street Year End Evaluation Summary and Recommendations document to be discussed during the call. Discussion was held the need for bigger fundraising events, the annual impact report and the Partnership Opportunities list. Alt reported he will be attending the MDA annual conference in Muskegon November 3 & 4, that he is assisting Hernandez Tacos with a Match on Main grant application and is working with Kennari Consulting on the annual ask document.

NEW BUSINESS

Lapeer County Law Enforcement Millage Capture Request

Discussion was held on the request received from Lapeer County Prosecuting Attorney John Miller and Lapeer County Sheriff Scott McKenna for the DDA not to capture funds from the recently passed Lapeer County Law Enforcement special millage. The board discussed the anticipated amount of funds to be captured in the DDA district and the policy approved by the DDA in October 2020 to capture all revenues generated from millages including any special voted millage proposals.

074 2022 10-26 Lapeer County Law Enforcement Millage Capture

It was moved by Stroh and supported by Bostick-Tullius to capture all revenues generated by the recently passed Lapeer County Law Enforcement Millage.

Yeas: Members Roodvoets, Gerlach, RaCosta, O'Brien, Bostick-Tullius, Hogan, Stroh, Rogers and Fanson.

Nays: None.

Absent: Members Marquardt and Sharkey.

MOTION CARRIED.

Board Retreat

Director Alt reported he is working on setting a date and location for the 2023 DDA Board Retreat which would be a half-day Saturday event and discussion was held on potential locations and requesting a tour with DDA representatives of the host community.

Catherine Bostick-Tullius left the meeting at 9:10 a.m.

OLD BUSINESS

Board Vacancies

Discussion was held on the resignation of Ginni Bruman from the DDA and interest received from Thomas LaMagna and Buddy Beyer to serve on the board.

075 2022 10-26 Board Appointments – LaMagna and Beyer

It was moved by Gerlach and supported by RaCosta to recommend the Mayor and City Commission appoint Thomas LaMagna and Buddy Beyer to the DDA.

Yeas: Members Roodvoets, Gerlach, RaCosta, O'Brien, Bostick-Tullius, Hogan, Stroh, Rogers and Fanson.

Nays: None.

Absent: Members Marquardt and Sharkey.

MOTION CARRIED.

BOARD MEMBER COMMENTS

Director Alt reported that his Administrative Assistant Jill Bristow has delivered a new baby girl and that she plans to return to work in January. It was the consensus of the board to purchase and deliver a gift basket to Jill at a cost of up to \$250.

ADJOURNMENT

It was moved by Stroh to adjourn the meeting at 9:16 a.m.

MEETING ADJOURNED.

Bailey RaCosta, Secretary