**CITY OF LAPEER**

**MINUTES OF A REGULAR**

**DOWNTOWN DEVELOPMENT AUTHORITY**

**LAPEER MAIN STREET MEETING**

**OCTOBER 27, 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, October 27, 2021 at 8:00 a.m.

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

**Members Absent:** Mike Burke.

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

Chairman Roodvoets called the meeting to order at 8:00 a.m. and welcomed newly appointed members Catherine Bostick-Tullius and Tony Stroh back to the DDA board.

Catherine Bostick-Tullius and Tony Stroh introduced themselves and briefly reviewed their personal history and relationship to the Lapeer community as well as their reasons for deciding to serve again as a member of the DDA.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

**033 2021 10-27 Consent Agenda**

It was moved by Marquardt and supported by Bruman to approve the Consent Agenda for October 27, 2021 as follows:

1. Approval of minutes of DDA meeting held on September 22, 2021; and
2. Approval of Treasurer Report and Bill Listing.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Sharkey, Hogan, RaCosta, O’Brien, Gerlach, Elzerman, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Member Burke.

**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 reported the topography survey for the community pavilion location in the parking lot north of Court Street adjacent to the river should be available at the next meeting and reviewed the two design options provided for a one-story and a two-story structure with a silo. Discussion was held on other potential locations that may warrant consideration as an alternate location for the pavilion including the vacant lot next to Chef G’s at the northeast corner of Mason/Nepessing and the now vacant sites of the buildings recently demolished due to the fire. Discussion was held on the benefits and issues associated with each of the sites with the consensus of the board being to move forward with obtaining cost estimates for the originally proposed location next to the river.

Organization Committee

Alt reported additional information from the community is needed in order for the consultant to prepare a case statement which will exceed the previously authorized cost of up to $1,000 which he will provide to the board for approval when known. Bostick-Tullius reviewed the process used to determine the 8 questions on the survey which will also assist in the fund development plan.

**034 2021 10-27 Community Survey Questions**

It was moved by Stroh and supported by Bostick-Tullius to approve the questions as proposed and send out the community survey.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Sharkey, Hogan, RaCosta, O’Brien, Gerlach, Elzerman, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Member Burke.

**Abstain:** None.

**MOTION CARRIED.**

**Center for the Arts**

Jill Lyons updated the board on current and upcoming Gallery 194 exhibits, the Art Pantry program, upcoming performances at the Pix Theatre and attendance at received events.

Lyons also reviewed recent grant funds received and new grant funding applications to be submitted.

**035 2021 10-27 November DDA Meeting Location**

It was moved by Bostick-Tullius and supported by Hogan to hold the November DDA meeting in the lower level of the Center for the Arts at 8:00 a.m. on November 24, 2021.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Sharkey, Hogan, RaCosta, O’Brien, Gerlach, Elzerman, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Member Burke.

**Abstain:** None.

**MOTION CARRIED.**

**STAFF REPORT**

Main Street Program Update

Alt updated the board on various Main Street Program items including the Match on Main grant program, the Vibrancy Grant for placemaking, the Guarantee Grant for technology needs to be awarded to each Main Street designated community to distribute to businesses and continuing Main Street Program initiatives.

Bostick-Tullius left the meeting at 8:57 a.m.

Chief Frisch left the meeting at 9:00 a.m.

**NEW BUSINESS**

**2022 Main Street Service Selection**

Alt reviewed the Main Street Program select level services available to the DDA which is now provided on an application basis and reviewed past services utilized.

**036 2021 10-27 Main Street Service Selection**

It was moved by Hogan and supported by Stroh to select the Main Street Fund Development Plan service to utilize in 2022.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Sharkey, Hogan, RaCosta, O’Brien, Gerlach, Elzerman, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Member Burke.

**Abstain:** None.

**MOTION CARRIED.**

**Sign Assistance Program – Oopsy Daisy**

Alt reviewed the Sign Assistance Program application, cost estimate and design submitted by Oopsy Daisy, a repurposed furniture store locating at 410 W. Nepessing Street, Suite 102.

**037 2021 10-27 Sign Assistance – Oopsy Daisy**

It was moved by Bruman and supported by Gerlach to approve the Sign Assistance Program grant application from Oopsy Daisy.

**Yeas:** Members Roodvoets, Bruman, Marquardt, Davis, Sharkey, Hogan, RaCosta, O’Brien, Gerlach, Elzerman, Bostick-Tullius and Stroh.

**Nays:** None.

**Absent:** Member Burke.

**Abstain:** None.

**MOTION CARRIED.**

**Board Retreat**

Chairman Roodvoets stated Jim Alt will be sending an email to members with options for dates and locations to hold a retreat for DDA board members in January or February for a session on goals and objectives for the DDA.

**BOARD MEMBER COMMENTS**

Hogan inquired on the status of repairs to the downtown clock. Alt will contact the repair company for an update.

**ADJOURNMENT**

There being no further business it was moved by Stroh and supported by Bruman to adjourn the meeting at 9:09 a.m.

**MEETING ADJOURNED.**

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Bailey RaCosta

Secretary