**CITY OF LAPEER**

**MINUTES OF A REGULAR**

**DOWNTOWN DEVELOPMENT AUTHORITY**

**LAPEER MAIN STREET MEETING**

**JANUARY 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, January 26, 2022 at 8:00 a.m.

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

**Members Absent:** Ginni Bruman and Ray Davis.

**Also Present:** Executive Director James Alt, Police Chief Dave Frisch 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**

**042 2022 1-26 Consent Agenda**

It was moved by Bostick-Tullius and supported by Marquardt to approve the Consent Agenda for January 26, 2022 as follows:

1. Approval of minutes of DDA meeting held on November 24, 2021;
2. Approval of Treasurer Reports and Bill Listings;
3. Approval of Audit Report for FYE 6/30/2021; and
4. Approval of Annual Report for FYE 6/30/2021.

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

**Nays:** None.

**Absent:** Members Bruman and Davis.

**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

Executive Director Alt reported the topographic report for the community pavilion has been completed and the next step is to contact Michigan Department of EGLE to confirm the location of the flood zone and flood plain boundaries. Alt reviewed the conceptual design of the pavilion distributed showing a two-story structure with a handicap access ramp from Court Street and stated the committee will be working with Rowe and H2A Architects on the project proposal, cost and design which may include the addition of a silo feature. Alt updated the board on a potential MEDC placemaking funding grant available for the project and the end of March deadline for the grant application.

Discussion was held on other potential funding sources, the importance of meeting the March deadline for the MEDC grant application submission, the possible need for the Design Committee to meet more often than monthly for this project and the costs associated with the silo architectural feature.

**Center for the Arts**

CFA Executive Director Lyons updated the board on new employees, current and upcoming Galley 194 exhibits, the Art Pantry program, Pix Theatre performances, audience attendance and art classes. Lyons also updated the board on the lighting system upgrade project to be funded in part by the $25,000 Match on Main Street grant, benefits and capabilities of the new system proposed and the funding plan for the project.

**STAFF REPORT**

**Main Street Program Update**

Police Chief Frisch updated the board on the status of Social District expansion plan westward to Mason Street which has been approved by the City Commission and is currently being reviewed by the State of Michigan. Frisch also updated the board on the success of the social district in 2021, concerns received from downtown businesses on the Friday Bike Night events and the status of the proposed golf cart event and ordinance permitting golf carts to operate on certain City streets.

Alt reported there is pending State legislation to allow social districts to operate indefinitely. Discussion was held on whether there is a need to revisit the outdoor dining area expansions in front of downtown restaurants and the prohibition of food vendor sales within the social district.

Alt distributed the 2022 DDA Event List for approval and discussion was held on the organizer changes for the Bike Night events.

**043 2022 1-26 2022 DDA Event List**

It was moved by Marquardt and supported by Stroh to approve the 2022 DDA Event List as submitted.

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

**Nays:** None.

**Absent:** Members Bruman and Davis.

**MOTION CARRIED.**

Alt reported the recent board retreat follow-up materials have been sent to the members and reported a joint meeting of the City Commission, Planning Commission, Zoning Board of Appeals and DDA is scheduled for February 21st at the American Legion hall on Genesee Street.

Vision & Mission Statements

Discussion was held on various versions drafted for the updated DDA Vision and Mission Statements prepared by Out of the Red.

**044 2022 1-26 Updated DDA Vision & Mission Statements**

It was moved by Bostick-Tullius and supported by Stroh to approve the following DDA Vision and Mission Statements:

Vision Statement

To provide a Main Street experience that includes diverse options for shopping, dining, arts & entertainment, and residential living that appeals to all ages, positively impacts the economy, and celebrates the rich history of Lapeer.

Mission Statement

Lapeer Main Street supports the establishment, vitality and stability of Main Street businesses in order to create and sustain a unique downtown district that celebrates the history of Lapeer while providing a vibrant, family-friendly destination for residents and visitors alike.

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

**Nays:** None.

**Absent:** Members Bruman and Davis.

**MOTION CARRIED.**

**NEW BUSINESS**

**Election of Officers**

**045 2022 1-26 Election of Officers**

It was moved by Bostick-Tullius and supported by Elzerman to nominate and re-elect the current slate of DDA officers of Tim Roodvoets as Chairman, Ginni Bruman and Vice Chairperson, Dan Gerlach as Treasurer and Bailey RaCosta as Secretary.

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

**Nays:** None.

**Absent:** Members Bruman and Davis.

**MOTION CARRIED.**

**Board Vacancy**

Discussion was held on Mike Burke’s resignation from the DDA board, potential replacements, the need to review the current make-up of the DDA board and representation on the board from other types of industry.

**New DDA Computer**

Alt updated the board on the need to purchase a new computer for the DDA office to meet operational and graphic design needs and reviewed cost estimates received for a laptop computer.

**046 2022 1-26 Laptop Computer Purchase**

It was moved by Marquardt and supported by Hogan to authorize an expenditure of up to $1,200 for the purchase of a new laptop computer and accessories for the DDA Executive Director’s office.

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

**Nays:** None.

**Absent:** Members Bruman and Davis.

**MOTION CARRIED.**

**BOARD MEMBER COMMENTS**

Chairman Roodvoets commented on the recent board retreat and requested the members review the list of potential revenue funding sources for any needed additions.

Discussion was held on the future of the recent fire site including the DDA’s involvement and assistance available through MEDC which will be a topic of discussion at the February 21st joint meeting.

**DBA 501(c)3 Transfer to DDA**

Discussion was held on the status of the Downtown Business Association’s 501(c)3 authorization and the potential to transfer the certification to the Downtown Development Authority.

**047 2022 1-26 Transfer of DBA 501(c)3 to DDA**

It was moved by Marquardt and supported by Gerlach to move forward with the transfer of the DBA 501(c)3 exempt status authorization to the DDA.

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

**Nays:** None.

**Absent:** Members Bruman and Davis.

**MOTION CARRIED.**

**ADJOURNMENT**

There being no further business it was moved by O’Brien and supported by Stroh to adjourn the meeting at 9:25 a.m.

**MEETING ADJOURNED.**

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 Bailey RaCosta

 Secretary