

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY
LAPEER MAIN STREET, INC. MEETING
NOVEMBER 23, 2022**

A regular meeting of the City of Lapeer Downtown Development Authority and Lapeer Main Street, Inc. was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Wednesday, November 23, 2022 at 8:00 a.m.

Members Present: Chairman Tim Roodvoets, Dan Gerlach, Catherine Bostick-Tullius, Mike O'Brien, Jason Rogers, Jeff Hogan, Tony Stroh, Tom LaMagna, Buddy Beyer, Dan Sharkey (arrived 8:10 a.m.) and Bailey RaCosta (arrived 8:11 a.m.).

Members Absent: Mayor Debbie Marquardt and Ashley Fanson.

Also Present: Executive Director James Alt, and Police Chief Jeremy Howe.

Chairman Roodvoets called the meeting to order at 8:02 a.m.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

078 2022 11-23 Consent Agenda

It was moved by Hogan and supported by Stroh to approve the Consent Agenda for November 23, 2022 as follows:

1. Approval of minutes of regular DDA meeting held on October 26, 2022 as corrected;
2. Approval of minutes of special DDA meeting held on November 16, 2022; and
3. Approval of Treasurer Report and Bill Listing.

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

Nays: None.

Absent: Members RaCosta, Sharkey, Marquardt and Fanson.

MOTION CARRIED.

Dan Sharkey arrived at 8:10 a.m. Bailey RaCosta arrived at 8:11 a.m.

EXECUTIVE COMMITTEE

Executive Director Employment Agreement

Discussion was held on the proposed Employment Agreement with Executive Director James Alt including amendments made by the City Attorney as requested at the November 16, 2022 special meeting. It was discussed that the Director will now report solely to the DDA board, the 3% wage increase, the one-time payment for a wage increase retroactive to July 2022, the December 1, 2022 effective date of the agreement, amending the term of the agreement to 7 months to expire on June 30, 2023 with language for automatic 12-month renewal periods and the requirement for City Commission approval of the agreement.

079 2022 11-23 Executive Director Employment Agreement

It was moved by Bostick-Tullius and supported by Stroh to approve Executive Director James Alt's Employment Agreement with the amendment to the agreement term as discussed.

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

Nays: None.

Absent: Members Marquardt and Fanson.

MOTION CARRIED.

COMMITTEE REPORTS/MINUTES

Committee reports/minutes were submitted in the meeting packet.

STAFF REPORT

Kennari Consulting – Fund Development

Mary Sumners of Kennari Consulting provided an update on the next steps and plan of work in the Fund Development service process including:

- Board members role to increase fundraising and broaden the overall fundraising network;
- Purpose of the Case Statement for support and elevator speech;
- Conducted a board member exercise for improving the DDA elevator speech; and
- Work being done with the Marketing & Promotions Committee on streamlining and evaluating current downtown events.

Consultant Sumners reported Kennari is also continuing to work with Director on the roadmap of where to focus next, finalizing the donor list, evaluating the event list and creating a three-year projected financial plan for the Design Committee.

Bostick-Tullius left the meeting at 9:02 a.m.

NEW BUSINESS

December Meeting Cancellation

080 2022 11-23 December Meeting Cancellation

It was moved by O'Brien and supported by Beyer to cancel the December 2022 DDA meeting.

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

Nays: None.

Absent: Members Marquardt and Fanson.

MOTION CARRIED.

Hernandez Mexican Food – Building Improvement Loan - 4 E. Nepessing St.

Director Alt summarized the application from Hernandez Mexican Foods for a Lapeer Main Street, Inc. Building Improvement Loan for 4 E. Nepessing Street stating the business has an approved Zoning Permit for the location, the program requirements, that the applicant has been working with the Building Department on the building improvement plan, the loan amount, interest rate and term and stated funds are available in the Lapeer Main Street, Inc. account without requesting additional funds from a bank.

081 2022 11-23 Hernandez – 4 E. Nepessing – Building Improvement Loan

It was moved by Sharkey and supported by Stroh to approve a Lapeer Main Street, Inc. Building Improvement Loan for Hernandez Mexican Food at 4 E. Nepessing Street as presented contingent upon a final approval recommendation from Lapeer Development Corporation.

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

Nays: None.

Absent: Members Marquardt and Fanson.

MOTION CARRIED.

Michigan Main Street Workshop

Discussion was held on proposed dates to schedule a workshop with Michigan Main Street representative Leigh Young for an overall review of the Main Street program. It was the consensus of the board to schedule the workshop for 8:00 a.m. on Wednesday, December 14th at Lapeer City Hall.

ADJOURNMENT

It was moved by Stroh to adjourn the meeting at 9:15 a.m.

MEETING ADJOURNED.

Bailey RaCosta, Secretary