**CITY OF LAPEER**

**MINUTES OF A REGULAR**

**DOWNTOWN DEVELOPMENT AUTHORITY**

**LAPEER MAIN STREET MEETING**

**MARCH 23, 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, March 23, 2022 at 8:00 a.m.

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

**Members Absent:** Vice Chairperson Ginni Bruman, Ray Davis, Dan Sharkey and Steve Elzerman.

**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 8:01 a.m.

**PUBLIC COMMENTS**

There were no public comments.

**CONSENT AGENDA**

**055 2022 3-23 Consent Agenda**

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

1. Approval of minutes of Joint meeting held on February 21, 2022;
2. Approval of minutes of DDA meeting held on February 23, 2022; and
3. Approval of Treasurer Report and Bill Listing.

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

**Nays:** None.

**Absent:** Members Bruman, Davis, Sharkey and Elzerman.

**MOTION CARRIED.**

**EXECUTIVE COMMITTEE**

Executive Director Employment Agreement Renewal

Chairman Roodvoets updated the board on the status of renewal of Executive Director Jim Alt’s employment agreement. Discussion was held on the process of and need for the full board to review the Executive Committee’s evaluation in addition to the self-evaluation conducted by Jim Alt. Discussion was also held regarding the recommended wage increase, agreement term and investigating Alt’s eligibility for other benefits.

**056 2022 3-23 Executive Director Employment Agreement**

It was moved by Stroh and supported by Marquardt to extend the current Executive Director Employment Agreement with Jim Alt from November 1, 2021 to June 30, 2022 with a 3% wage increase retroactive to November 1, 2021.

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

**Nays:** None.

**Absent:** Members Bruman, Davis, Sharkey and Elzerman.

**MOTION CARRIED.**

**COMMITTEE REPORTS/MINUTES**

Chairman Roodvoets stated the committee reports are as submitted in the meeting packet.

**OTHER REPORTS**

**Sub-Committee Business**

Organization Committee

Bostick-Tullius reviewed the proposed 2022 Sponsor Opportunities listing including the various levels, categories and benefits of sponsorships. Discussion was held on sponsor recognition, increasing utilization of the Center for the Arts facility and types of sponsors to approach including marihuana related businesses.

**057 2022 3-23 2022 Sponsor Opportunities List**

It was moved by Gerlach and supported by Marquardt to approve the format of the 2022 Sponsor Opportunities List.

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

**Nays:** None.

**Absent:** Members Bruman, Davis, Sharkey and Elzerman.

**MOTION CARRIED.**

**Center for the Arts**

CFA Executive Director Lyons updated the board on current and upcoming Galley 194 exhibits, the Art Pantry program, Pix Theatre performances, the annual Denim & Diamonds fundraiser on April 23rd, audience attendance at recent events and art classes. Lyons also updated the board on the lighting system upgrade project stating installation is anticipated to be completed in May.

**STAFF REPORT**

**Main Street Program Update**

Executive Director Alt updated the board on the Michigan Main Street fund development services to be provided and stated the process for national accreditation will require a community self-assessment. Alt also updated the board on communication with Representative Lisa McClain’s office and research on funding sources for the community pavilion project.

**NEW BUSINESS**

Values Statement

Alt requested board member feedback on two drafts of a Values Statement prepared by Out of the Red which will be incorporated into the Case Statement. Discussion was held on amendments needed to both drafts for a final decision.

Kent Becker

Alt informed the board of the passing of Kent Becker, husband of Farmers’ Market Manager Denise Becker. It was the consensus of the board to prepare a proclamation for Mr. Becker’s contribution to the market and to incorporate some form of recognition of Mr. Becker at the future community pavilion.

Discussion was held on the status of forming the 501(c)3 organization for the Farmers’ Market operation.

**OLD BUSINESS**

**Board Vacancy**

Alt reported he has not received a recommendation from ChoiceOne Bank for a replacement to fill the DDA board seat vacated by Mike Burke. Discussion was held on utilizing City and DDA social media pages to post the vacancy for qualified candidates who may be interested in serving on the DDA board.

**BOARD MEMBER COMMENTS**

Discussion was held by the board members on the status of the Bike Night events, the survey for input on future development of the former White Jr. High property and discussions planned between representatives of the City and Chamber concerning use of the City-owned parking lot behind ChoiceOne Bank.

**ADJOURNMENT**

It was the moved by Marquardt and supported by O’Brien to adjourn the meeting at 9:41 a.m.

**MEETING ADJOURNED.**

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 Bailey RaCosta

 Secretary