

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, June 12, 2017
DRAFT**

A regular meeting of the Downtown Development Authority was held on June 12, 2017 at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444

1. CALL TO ORDER

Chairperson Joi Kempf called the meeting to order at 5:44 p.m.

2. ROLL CALL

Present: Joi Kempf, Kelly Villanueva, Steve Teets, Tracy Aldrich, Beth Fromwiller and Stu Davis.

Absent: Walt Bargaen, Kim Jorgensen, Beth Murawski and Samuel Galiana.

Also present: DDA Director Dana Walker, Imlay City Manager Tom Youatt, Trynga Gojcaj and Dora Mattucci.

3. APPROVAL OF AGENDA

Motion by Davis, supported by Teets to approve the agenda

MOTION UNANIMOUSLY CARRIED

4. PUBLIC PARTICIPATION

Trynga Gojcaj of Birmingham, Michigan and her associate Dora Mattucci of Romeo, Michigan are looking for opportunities for small investors in Imlay City.

5. APPROVAL OF MINUTES

REGULAR MEETING- May 8, 2017

Motion by Davis, supported by Villanueva to approve the minutes of the Regular Meeting minutes dated May 8, 2017.

MOTION UNANIMOUSLY CARRIED

6. FINANCIAL REPORT

a. DDA EXPENDITURE REPORT

b. BALANCE SHEET

c. CHECK REGISTER REPORT

Received and filed.

7. OLD BUSINESS

a. Downtown Art in Action

Walker has received a couple of applications. Two applications are students from the high school. Getting a good response. Walker presented the idea of making two panel

paintings, one of angel wings and one as butterfly wings to be hung on the Bancroft building. These paintings will be photo opportunities for people visiting downtown.

b. @ 150 Pop

Walker would like to look at the application at the July meeting and make any adjustments to the application at that time. Also in July they will make any necessary repairs to the Bancroft Street building. Art in Action will use the Bancroft Street building during the month of August. In September the Bancroft Street building will be available to entrepreneurs.

c. Summer Activities Update

Walker gave an update on Farmer's Market. Thursdays going like it normally does. Saturdays are slow. This is due in part to not having a lot of vendors and produce in not in season yet. There are six vendors who have committed to coming back on Saturday. Thursday, June 15th, 2017 is Artisan and Crafters day at the market and Saturday, June 17th, 2017 Greg Irwin will be performing.

Walker stated Summer Concerts started. At the first one there were 30 people in attendance with a threat of rain and 55°. On June 13th, 2017, Ally Louise will be performing.

Walker informed the board Pop up in the Park will start June 21st, 2017 it will be from 11:00 a.m. to 12:00 p.m. Ruth Hughes Library and the two elementary schools will be presenting a reading hour. Mayor Walt Barga, City Manager Tom Youatt, Mandy from the library, the principals from both the schools, a fire fighter and a police officer will be our guest readers. The DDA purchased 50 age appropriate paperback books to give away at this event. On June 28th, 2017, Catherine Minolli will be presenting Yoga in the Park. After that the schedule is open for anyone else to participate in Pop up in the Park. The time of day Pop up in the Park is scheduled is flexible.

d. Art in the Rough – Saturday, September 30

Walker informed the board that the committee for Art in the Rough will meet on June 19th, 2017. The committee members are Mike Romine, Wendy Muehleisen and 3 representatives from the Lapeer Art Association. The event will be on East Third Street from 5:00 p.m. to 9:00 p.m. There will be a VIP meet and greet hour with the artists at the Mulefoot Gastropub garden area. Limited tickets will be available for the VIP hour. General admission tickets are \$15.00 in advance or \$20.00 at the door.

e. Sign at 53 and Third

Walker stated that in the packet on page 15 there are some pictures of some different signs. Walker is suggesting there be a board. Walker stated the lane conversion for M-53 starts on Saturday, June 17, 2017. There will be a nine month trial. There are some major infrastructure needs at the viaduct that will be addressed before the sign at 53 can be done. Walker is suggesting getting pricing and the sign could be wrapped in with the

viaduct and permanent lane conversion. Walker is looking for design ideas. Valley City Sign is working on estimates.

f. Proposal for South Main Street Improvements DDA contribution

Walker stated on page 17 of the packet there is the estimate from Rowe Professional Services Company. She also gave everyone a handout of a map outlining what would be done. Rowe estimates this project to be \$156,354.00. Walker stated this would be a good time to incorporate art in the sidewalk. Make this area more of a public square without closing it off. Walker stated there is \$29,800.00 in Capital Improvements for 2017-2018 fiscal year that can be earmarked for this project.

City Manager Tom Youatt stated that Marilyn Swihart at the museum stated they need improvements to the parking for the museum. He also stated improvements are needed by the Mulefoot Gastropub. Youatt stated by making these improvements it will be a big impact to the area.

Walker stated there is some potential for a USDA grant. She could work on a pre-application for that. This can be a quick change with work being done either late fall of this year or early spring.

Teets stated this could really be a showcase project for the DDA. Fromwiller questioned if trees could be put in the area.

Youatt stated there is room in the budget for trees. Walker stated benches could be put by the Mulefoot Gastropub too. Walker also suggested brick pavers in front of the museum.

Motion by Teets, supported by Villanueva to approve allocating \$29,800.00 for South Main Street Improvements.

ROLL CALL:

Ayes: Kempf, Villanueva, Teets, Aldrich, Fromwiller, Davis

Nays: None

MOTION UNANIMOUSLY CARRIED

Youatt thanked the DDA for their contribution to the project.

g. Façade Grant Payment, Doug Halabicky

Walker stated Doug Halabicky submitted invoice for monthly deductions made. \$2,700.00 had been paid to State Farm of the \$8,100.00 total bill. State Farm has not been paid in full but he has paid more than the grant amount so far. State Farm paid for the sign and Halabicky pays State Farm.

Motion by Villanueva, supported by Teets to approve issuing payment to Doug Halabicky if the vendor, Everbright has been paid in full.

ROLL CALL:

Ayes: Villanueva, Teets, Aldrich, Fromwiller, Davis, Kempf

Nays: None

MOTION UNANIMOUSLY CARRIED

8. NEW BUSINESS

a. Façade Grant Antonelli Property Management, 131 N. Almont Avenue

Walker stated originally a proposal was turned in by Antonelli Construction but because Antonelli Construction is owned by Antonelli and he also owns Antonelli Properties and the actual property he submitted estimates to have Mike Lesner from Linden, Michigan to do the work. Walker verified Mike Lesner is separate from Antonelli. The difference in the estimate is because Antonelli will be doing all the prep work, Lesner will be doing the painting. Estimate is for \$5,500.00, the maximum payment would be \$2,500.00.

Motion by Teets, supported by Aldrich to approve the Façade Grant for Antonelli Property Management with Mike Lesner doing the painting in the amount of \$2,500.00.

ROLL CALL:

Ayes: Villanueva, Teets, Aldrich, Fromwiller, Davis, Kempf

Nays: None

MOTION UNANIMOUSLY CARRIED

b. Façade Grant Dean Aubertin, 235 E. Third Street

Walker stated Dean Aubertin submitted a proposal for a new sign at 235 E. Third Street. Quote is from the Print Shop. Walker noted that Joe, the building owner, has received some grant money also but this will not put him over the limit.

Motion by Villanueva, supported by Aldrich to approve the Façade Grant for Dean Aubertin in the amount of \$250.00.

ROLL CALL:

Ayes: Teets, Aldrich, Fromwiller, Davis, Kempf, Villanueva

Nays: None

MOTION UNANIMOUSLY CARRIED

9. Director's Report

Walker stated she went to a class presented by Michigan Downtown Association in Dearborn, Michigan. They gave some great ideas for art in downtown. One of the ideas was the art in the sidewalks. Another was ideas for brochures showcasing art in a different light, like the War Memorial in front of the library is an art piece. Murals, the museum or culinary art are all ideas for new brochures that showcase art in a different light. Walker stated she was appointed to the board for the Michigan Downtown Association.

Walker informed the board that she received the incentive rebate from DTE for the LED conversion for Third Street and Bancroft in the amount of \$1,146.00. Also Nicole Frost submitted paperwork to the State of Michigan for reimbursement for personal property taxes. This will be a reimbursement in the amount of approximately \$16,000.00.

Walker informed the board of upcoming events. On June 26th, 2017 at 5:00 p.m. there will be a ribbon cutting for Daisy's Way. Walker talked to RJ Magee about the escape room. He stated he would be opening this month. The antique shop at 105 E. Third Street will be opening this upcoming week. Dean Aubertin is not sure what date he will be opening.

10. Member comment

11. ADJOURNMENT

Motion by Davis, supported by Teets to adjourn the meeting at 6:25 p.m.

MOTION UNANIMOUSLY CARRIED

Submitted by Anne McAvoy: _____
Recording Secretary