

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
AUGUST 12, 2013
FINAL**

A regular meeting of the Downtown Development Authority was held on August 12, 2013 at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444

1. CALL TO ORDER

Chairman Steve Teets called the meeting to order at 5:36 p.m.

2. ROLL CALL

Present: Walt Bargaen, Steve Teets, Kelly Villanueva, Amy Brunk, LuAnn Valdez, Lynn Farkas, Dave Held

Late arrival: Joi Kempf, Stu Davis, Sarah Norat-Phillips, Kim Jorgensen

Also present: DDA Director Kim Marrone; Lapeer County Commissioner Ian Kempf

3. APPROVAL OF AGENDA

Motion by Bargaen, supported by Villanueva to approve the agenda as written.

Unanimously carried

4. PUBLIC PARTICIPATION

None

5. APPROVAL OF MINUTES

A. REGULAR MEETING, JULY 8, 2013

Motion by Bargaen, supported by Brunk to approve the minutes of the Regular Meeting dated July 8, 2013.

Unanimously carried.

6. FINANCIAL REPORT

A. DDA EXPENDITURE REPORT

B. BALANCE SHEET

C. CHECK REGISTER REPORT

Received and filed.

7. OLD BUSINESS

A. WELCOME NEW BOARD MEMBER

Marrone introduced Dave Held to board members and all welcomed his return to the board.

B. SUNCREST CAPTURE

Ian Kempf distributed a handout from Wendy Falls, Housing Director, Human Development Commission and from Jason Ball, Kuntzsch Business Services Inc. regarding 'Targeting the County Allocation Program.' Discussion was held regarding the handout.

Motion by Davis, supported by Norat-Phillips that the Imlay City DDA from the date of August 12, 2013 forward will no longer capture from the Lapeer County Suncrest Millage.

Ayes: Bargaen, Teets, Kempf, Villanueva, Davis, Brunk, Jorgensen, Norat-Phillips, Valdez, Farkas, Held.

Nays: None

Motion carries 11-0

Motion by Davis, supported by Villanueva that the Imlay City DDA from the date of August 12, 2013 forward will not capture funds from any future extra-voted millage.

Aye: Bergen, Teets, Kempf, Villanueva, Davis, Brunk, Jorgensen, Norat-Phillips, Valdez, Farkas, Held.

Nays: None

Motion carries 11-0

C. DDA PLAN

The revised DDA plan was attached to the packet with the additions highlighted. Discussion was held regarding the additions; no modifications were made.

8. NEW BUSINESS

A. FAÇADE GRANT MEETING

Marrone informed the board that she has a meeting regarding the program slated for Thursday, August 15 at 8 a.m.

B. 150 BANCROFT BUILDING

Marrone informed the board that the current tenants in the building, Cornerstone Staffing, have notified her that they will be vacating the building to consolidate operations in a single location in Davison. Discussion was held regarding the potential sale of the building or other uses such as to house the DDA or for a small business incubator. Marrone will pursue information regarding the value of the building and research the costs and feasibility of utilizing it to house the DDA, possibly in conjunction with the Imlay City Chamber of Commerce.

C. LOCALS FIRST

A printout of information available on the Locals First website was attached to the packet. Marrone has contacted the group and is still awaiting a reply to gather more information. She will continue to research the group and bring information back to the board.

9. DIRECTOR REPORT

A. PROMOTIONS

Notes were attached to the packet.

B. ECONOMIC RESTRUCTURING UPDATE

Notes were attached to the packet.

C. DIG GRANT

Notes were attached to the packet.

D. MISC

Notes were attached to the packet.

Villanueva mentioned the possibility of listing the Imlay City Parks on the City's website. She will return to the park board and ask them to take photos of each park and provide a list to Marrone so they can be added to the website.

Villanueva inquired regarding the status of Promotions Assistant Julianne Bagley. Marrone has a performance review slated for Thursday, August 15, 2013.

Bergen encouraged attendance at the Community Assessment meetings, noting that it is uplifting to see the community involvement and that it recruits volunteers.

Bergen discussed the Imlay City Commission Special Meeting slated for August 13, 2013 and listed the agenda items. He encouraged any interested members to attend.

10. ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

Submitted by Catherine Minolli _____
DDA Recording Secretary