

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING  
MONDAY, October 8, 2018  
DRAFT**

A regular meeting of the Downtown Development Authority was held on October 8, 2018 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 5:39 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present: Joi Kempf, Kim Jorgensen, Tracy Aldrich, Beth Murawski, Stu Davis, Samuel Galiana, Trish Dennis (arrived at 5:49 p.m.), Kelly Villanueva (arrived at 5:43 p.m.) and Walt Bargen (arrived at 6:00 p.m.).

Absent: Steve Teets.

Also present: DDA Director Dana Walker and City Manager Tom Youatt.

**4. APPROVAL OF AGENDA**

**Motion** by Murawski, supported by Aldrich to approve the agenda with the addition of 9. e. Façade Grant, 113 N. Almont.

**MOTION UNANIMOUSLY CARRIED**

**5. PUBLIC PARTICIPATION**

None

**6. APPROVAL OF MINUTES**

**REGULAR MEETING- September 10, 2018**

**Motion** by Davis, supported by Jorgensen to approve the minutes of the Regular Meeting minutes dated September 10, 2018.

**MOTION UNANIMOUSLY CARRIED**

**7. FINANCIAL REPORT**

**a. DDA EXPENDITURE REPORT**

**b. BALANCE SHEET**

**c. CHECK REGISTER REPORT**

Received and filed.

**8. OLD BUSINESS**

**a. Community Report Forum, First Impressions - \$2,000 Grant Update**

**1. Art and Historic Walking tour of downtown**

Ms. Walker stated the printer has all the information for the brochures. Hoping to be done before weather changes. Project is moving forward.

**b. Art in the Rough Update**

Ms. Walker stated Art in the Rough was very well attended with the most attendees since its beginning in 2015. Eden's Attic counted and 150 people came through her door. There were about 70 people who paid at the entrance the day of. There were 25 VIPs and about 40 presale tickets. The arch is being stored outside at the old DPW for now. Ms. Walker stated she was working with Superintendent of the DPW, Ed Priehs, to get the art put in at the pocket park next to the old Lakestone Bank, which is now King & King

**c. @ 150 Pop – Stockwell would like to leave one month early, Oct. 12**

Ms. Walker stated the Stockwells contacted her and would like to end their contract early, they have run into staffing problems. The contract goes until November 25, 2018. They will send an official request. Ms. Walker stated she needed the Boards approval to approve the termination of the contract.

**Motion** by Davis, seconded by Murawski to release the Stockwell's from the lease early, effective October 29, 2018. The Stockwell's will pay the utilities as set in the contract.

**ROLL CALL:**

**Ayes:** Kempf, Jorgensen, Villanueva, Aldrich, Dennis, Murawski, Davis, and Galiana

**Nays:** None

**MOTION UNANIMOUSLY CARRIED**

Ms. Walker stated she has the ad for 150 Pop on Facebook and asked all the board members to please share it.

**9. NEW BUSINESS**

**a. Façade Grant, 148 North Almont Avenue**

Ms. Walker presented on page 10 the façade application for King & King. Ms. Walker stated the board had recently granted \$358 to King & King for their sign. This application is to add a stone front to the building where the sign will be.

**Motion** by Jorgensen, supported by Dennis to approve Façade Grant for 148 North Almont Avenue in the amount of \$2,142.00.

**ROLL CALL:**

**Ayes:** Jorgensen, Villanueva, Aldrich, Dennis, Murawski, Davis, Galiana, and Kempf

**Nays:** None

**MOTION UNANIMOUSLY CARRIED**

**b. Eden's Attic Ribbon Cutting – Oct. 20**

Ms. Walker stated the ribbon cutting for Eden's Attic, 200 East Third Street, will be October 20, 2018 at 12 p.m. They will be having free horse drawn carriage rides for the public from 11:30 a.m. to 4:00 p.m.

**c. Hispanic Service Center Ribbon Cutting – Oct. 24**

Ms. Walker stated the Hispanic Service Center, 113 North Almont Avenue, is in their new building and will be having a ribbon cutting on October 24, 2018 at 11:00 a.m.

**d. Suggested New Hours for Farmers' Market, Thursdays, 10-4 p.m.**

Ms. Walker stated Sarah Graver has been keeping track of the number of people and has been taking suggestions from the vendors. The vendors are excited about changing the hours. It has been suggested to change the hours to 10:00 a.m. to 4:00 p.m. due to that later in the season is it cooler and dark in the evenings.

**Motion** by Davis, seconded by Aldrich to change the Farmers' Markets hours next year to 10:00 a.m. to 4:00 p.m.

**MOTION UNANIMOUSLY CARRIED**

**e. Façade Grant, 113 N. Almont**

Ms. Walker presented façade grant for 113 N. Almont, it is in the supplemental packet. This request is for the repair of the front, to re-epoxy the cement, repair columns, paint and fix awning and to paint the back of the building.

**Motion** by Davis, supported by Murawski to approve façade grant for 113 N. Almont in the amount of \$437.63.

**ROLL CALL:**

**Ayes:** Villanueva, Aldrich, Dennis, Murawski, Davis, Galiana, Kempf, and Jorgensen

**Nays:** None

**MOTION UNANIMOUSLY CARRIED**

**10. Director's Report**

Ms. Walker stated she would be attending the Michigan Downtown conference in Frankenmuth on Thursday and Friday of this week. Ms. Walker also informed the Board that Ed Priehs, the Superintendent of DPW, is putting together a bid request for sidewalks throughout the City. Third Street and Almont Avenue would be on a separate bid so there could be stamped concrete/cement. Ms. Walker stated Winter Playground would be Friday, December 7, 2018 from 5:00 p.m. to 8:30 p.m. Ms. Walker is working with the Chamber of Commerce to firm up the details.

**11. Member comments**

**12. ADJOURNMENT**

**Motion** by Davis, supported by Bargaen to adjourn the meeting at 6:02 p.m.

**MOTION UNANIMOUSLY CARRIED**

Submitted by Anne McAvoy: \_\_\_\_\_

Recording Secretary