

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, SEPTEMBER 16, 2019**

A regular meeting of the Downtown Development Authority was held September 16, 2019 at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444.

1. CALL TO ORDER

Mayor Joi Kempf called the meeting to order at 5:35 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Joi Kempf, Kim Jorgensen, Kelly Villanueva, Justin Herbert, Steve Teets, Stu Davis (5:39 p.m.) and Trish Dennis (5:43 p.m.)

Absent: Walt Bargen and Samuel Galiana.

Also Present: DDA Director Lorrelei Natke. In audience: Tom Youatt (City Manager) and Christiana Bishop (local business owner)

4. APPROVAL OF AGENDA

MOTION by Kelly Villanueva, supported by Kim Jorgensen, with no additions.

MOTION UNANIMOUSLY CARRIED.

5. PUBLIC PARTICIPATION

None.

6. APPROVAL OF MINUTES

REGULAR MEETING – August 5, 2019

MOTION by Steve Teets, supported by Justin Herbert, to approve the minutes of the Regular Meeting minutes dated August 5, 2019.

MOTION CARRIED UNANIMOUSLY.

7. FINANCIAL REPORT

a. DDA Expenditure Report

b. Balance Sheet

c. Check Register Report

8. OLD BUSINESS

a. Art & Historic Walk Update

Ms. Lorrelei Natke stated the project is in its final steps and should be completed soon. The final revisions meeting with the printer is this upcoming Thursday.

b. M-53 Billboard Update

Consensus is that the billboard looks good. Residents and travelers have reported seeing it and starting it looks good as well.

c. POP 150 Update

Ms. Lorrelei Natke stated Derick Coultas of Urban Tactics will be moving in this week.

d. Art in the Rough Update

Ms. Lorrelei Natke stated an alcohol vendor is in place for the event – alcohol is purchased at cost and leftover supplies are able to be returned. Music and artists are in place for the event. Downtown businesses are excited to be a part of the evening and have been providing positive feedback. Ms. Natke also stated the age of entrance has been changed from “21+” to “all ages welcome,” and alcohol will only be vended out of the 244 E. Third Street building.

9. NEW BUSINESS

a. Façade Grant for 112 E. Third Street

The building is owned by Midwest Construction, who looked at historic documents of the building before it had burned, and they are working on repairing the rear entry and masonry.

Steve Teets expressed that in the past, grants were not given to owners who did their own repairs – it was inquired that maybe they should ask for a second bid concerning the work. Tom Youatt, City Manager in the public audience, mentioned the purpose of the previous ruling was to prevent padding for self-pay. Ultimately it was decided that since a construction company owned the building and would be doing the work at cost of the materials, the grant request was valid.

MOTION by Kelly Villanueva, supported by Steve Teets, to approve the Façade Grant for 112 E. Third Street.

MOTION by Kelly Villanueva, supported by Steve Teets, to abstain Trish Dennis from Roll Call for Façade Grant approval for 112 E. Third Street due to absence during discussion.

MOTION CARRIED UNANIMOUSLY.

ROLL CALL:

Ayes: Stu Davis, Steve Teets, Kelly Villanueva, Kim Jorgenson, Justin Herbert, Joi Kempf

Nays:

MOTION CARRIED UNANIMOUSLY.

b. Facade Grant Request for 105 E. Third Street

MOTION by Kelly Villanueva, supported by Trish Dennis, to abstain Justin Herbert from Roll Call for Façade Grant approval for 105 E. Third Street due to conflict of interest in vote.

MOTION CARRIED UNANIMOUSLY.

ROLL CALL:

Ayes: Kelly Villanueva, Trish Dennis, Kim Jorgensen, Stu Davis, Steve Teets, Joi Kempf

Nays:

MOTION CARRIED UNANIMOUSLY.

10. MEMBER COMMENTS

"Directors Notes" section missing from agenda: adding into this section for discussion. Ms. Lorrelei Natke is advising that the market is full for the season. DDA concert series is over for the year. Art in the Rough and Winter Playground are both underway.

Winter Playground is normally the first Friday of December, but the date conflicts with an event happening at the local school and a ladies tea event. Discussion prompted a vote for the new Winter Playground 2019 date:

MOTION by Kelly Villanueva, supported by Trish Dennis, to reschedule 2019 Winter Playground for Saturday, December 7th.

MOTION CARRIED UNANIMOUSLY.

Ms. Lorrelei Natke also stated she was still updating the DDA website to all of the updated requirements.

11. ADJOURNMENT

MOTION by Kim Jorgensen, supported by Steve Teets, to adjourn the meeting at 6:04 p.m.

MOTION CARRIED UNANIMOUSLY.

Submitted by Katrina Morrow: 

Recording Secretary

Approved October 14th, 2019