

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, DECEMBER 9th, 2019**

A regular meeting of the Downtown Development Authority was held December 9th, 2019 at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444.

1. CALL TO ORDER

Chair Walt Barga called the meeting to order at 5:35 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Walter Barga, Kim Jorgensen, Trish Dennis (5:40 p.m.), Stu Davis, Steve Teets, Kelly Villanueva

Absent: Joi Kempf, Samuel Galiana, Justin Herbert

Also Present: DDA Director Lorrelei Natke.

4. APPROVAL OF AGENDA

MOTION by Stu Davis, supported by Kim Jorgensen, with the addition of "9. New Business, b. Façade Grant for 310 E. Third Street."

MOTION UNANIMOUSLY CARRIED.

5. PUBLIC PARTICIPATION

None.

6. APPROVAL OF MINUTES

REGULAR MEETING – November 12th, 2019.

MOTION by Stu Davis, supported by Kelly Villanueva, to approve the minutes of the Regular Meeting minutes dated November 12th, 2019.

MOTION CARRIED UNANIMOUSLY.

7. FINANCIAL REPORT

a. DDA Expenditure Report

b. Balance Sheet

c. Check Register Report

8. OLD BUSINESS

None.

9. NEW BUSINESS

a. Approval of 2020 Meeting Calendar

January 13th, 2020

February 10th, 2020

March 9th, 2020

April 13th, 2020

May 11th, 2020

June 8th, 2020

July 13th, 2020

August 10th, 2020

September 14th, 2020

October 12th, 2020

November 9th, 2020

December 14th, 2020

MOTION to approve by Stu Davis, supported by Trish Dennis.

MOTION CARRIED UNANIMOUSLY.

Stu Davis entertained the idea to move meeting times back to their previous timeslot of 7:00 p.m. or 7:30 p.m. to make the meeting more accessible to working class. Board turned it down as the current meeting time works best for everyone currently involved. Ms. Natke mentioned the DDA has a public forum online so that citizen who cannot attend can still have their opinions shared, mentioned, and discussed at these meetings.

b. Façade Grant for 310 E. Third Street

The building requesting grant is the Imlay City Post Office. They are planning to repair brickwork and cement on the façade of the building – no major changes to be made to the appearance of the building. The work will be done quickly.

MOTION by Steve Teets, supported by Kim Jorgensen, to approve the façade grant payment for 310 E. Third Street, totaling \$2250.

ROLL CALL:

Ayes: Steve Teets, Stu Davis, Trish Dennis, Kim Jorgensen, Kelly Villanueva, Walter Borgen

Nays:

MOTION CARRIED UNANIMOUSLY.

10. DIRECTOR’S REPORT

Winter Playground concluded the previous Saturday. The event was bigger than in the past – in terms of businesses involved (19), parade (+10) and record attendance. Director Natke has taken ample notes to make next year even better. Changing the date to the first Saturday of December was a positive change and encouraged for next year.

Ms. Natke and Ms. Morrow (DDA Promotions Manager/Farmers Market Manager) has already began discussing dates for 2020 Ice Cream Social, Concerts, and Farmers Market.

A Job Fair in February is being planned with Ms. Natke and local businesses, targeting local working class and high school students not attending college or trade school

education. Ms. Natke is in contact with Superintendent Dr. Stu Cameron to arrange a resume-building/interview-prepping seminar at the high school a week or so before the Job Fair.

Ms. Natke is studying what the Redevelopment Ready Community has to offer. She will pick and chose what works best in our town, as to not waste resources on frivolous opportunities.

Some lamp posts in town were missed in the GFI update – the updates/repairs have been set in motion.

Billboard is visual to public and gaining lots of attention. Board would like to make sure DDA is acknowledged on each billboard, via logo or banner along the top or bottom. Local festivals were discussed – as long as the festival is sponsored or rooted in DDA district, they can have a spot on the billboard.

The icdda.com website is still being updated to the required standards.

Ms. Natke has officially started on the redevelopment grant for the new Farmers Market building – due in February.

Ms. Natke expressed interest in opening a new landscaping bid for the additional work she would like done in town.

11. MEMBER COMMENTS

Members of the board would like to keep the current landscaping bid and/or company; discussed rebidding the contract with the additional work added, but maintaining the same company under said new contract.

12. ADJOURNMENT

MOTION by Kim Jorgensen, supported by Steve Teets, to adjourn the meeting at 6:11 p.m.

MOTION CARRIED UNANIMOUSLY.

Submitted by Katrina Morrow: _____

Recording Secretary