

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, MARCH 16th, 2020
DRAFT**

A regular meeting of the Downtown Development Authority was held March 16th, 2020 at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444.

1. CALL TO ORDER

Walter Bargaen called the meeting to order at 5:51 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Mayor Joi Kempf, Walter Bargaen, Trish Dennis, Samuel Galiana, Steve Teets

Absent: Kim Jorgensen, Stu Davis, Kelly Villanueva, Justin Herbert

Also Present: DDA Director Lorrelei Natke, City Manager Tom Youatt, Ray Krakowski

4. APPROVAL OF AGENDA

MOTION by Trish Dennis, supported by Steve Teets, with no additions.

MOTION UNANIMOUSLY CARRIED.

5. PUBLIC PARTICIPATION

None.

6. APPROVAL OF MINUTES

REGULAR MEETING – February 10th, 2020.

MOTION by Trish Dennis, supported by Joi Kempf, to approve the minutes of the Regular Meeting minutes dated February 10th, 2020.

MOTION CARRIED UNANIMOUSLY.

7. FINANCIAL REPORT

a. DDA Expenditure Report

b. Balance Sheet

c. Check Register Report

8. OLD BUSINESS

a. Discussion and Action regarding work needed on Lamb Steele Park Gazebo

City Manager Tom Youatt and DDA Director Lorrelei Natke went over project repairs quote given last month. The quote is quite high, due to the gazebo needing to be redone top to bottom due to aging and weather. The Board would like to look for more quotes, if the work is to be done, before making an official decision.

MOTION by Joi Kempf to table the issue of the Lamb Steele Park Gazebo until more quotes are given, supported by Trish Dennis.

MOTION CARRIED UNANIMOUSLY.

b. Discussion regarding Proposed Children's Park (N. Almont Ave)

Lorrelei Natke has come across another promising grant opportunity in order to fund the creation of a new Children's Reading Park in Imlay City. She is looking for Board support before applying for the grant.

MOTION by Steve Teets that the Board is in support of the Children's Reading Park project in Imlay City, supported by Trish Dennis.

MOTION CARRIED UNANIMOUSLY.

9. NEW BUSINESS

a. Discussion and Action regarding date for Art in the Rough 2020

Lorrelei Natke is looking to move the date up once again. This idea is based in the hopes for better weather, and thus better attendance, for the outdoor portion of the event. She proposed two dates: August 29th or September 19th. The Board was in favor of September 19th for Art in the Rough 2020.

b. Discussion and Action regarding date for Winter Playground 2020

Lorrelei Natke was given new information that could affect our Winter Playground date for 2020; the 1st Friday of December is no longer in conflict with any local school events, and Winter Playground could occur on this date if the board would like. Lorrelei did note that the 1st Saturday worked well this past year, but she's only been on board one year, so has no reference point.

From a business standpoint, Samuel Galiana said the Saturday event date in 2019 was favorable in his business. Joi Kempf said she didn't notice any major affect one way or another.

Lorrelei proposed two dates: December 4th or December 5th. The Board was in favor of December 5th.

c. Discussion and Action regarding banners for streetscape

As per previous discussion, the Board wanted the children’s art banners to be sold back to families \$30 a banner. At this time, only one banner has been sold. Public feedback is that the price is off-putting to families, especially those with multiple children.

Out of 33 streetscape banners the DDA had made, 32 remain. The Board would like to reuse this banners again, and after a few seasons, the banners can be given to their respective families for free.

For this summer season, the Board would like to put up the Sesquicentennial banners as soon as possible to promote the August event.

d. Discussion and Action regarding support for Friday Bike Night at the Crossroads project

Ray Krakowski is in the audience to represent this event. The event would be a gathering of motorcycle enthusiasts on Friday evenings (4 pm – 10 pm) from May 15th through August 11th, exempting holidays and special town events like Busker Fest and Sesquicentennial Celebration. The “Crossroads” represents I-69 and M-53, aka Imlay City. This event is a pop-up, and will be set up in the parking area by the museum in town. Other than the parking area, no roads will be to be quartered off, and the flow of traffic in town will not be disrupted. This area will have the motorcyclists, food trucks, vendors, porta potties... Ray’s hope for this event is to bring more business into Imlay City Downtown in Friday Nights.

MOTION by Joi Kempf to support the Friday Bike Night, supported by Trish Dennis; City Commission will need to approve this event.

MOTION CARRIED UNANIMOUSLY.

e. Annual Evaluation

Evaluation paperwork is attached to everyone’s board packet. These need to be filled out and returned to Joi Kempf by April 3rd, 2020.

10. DIRECTOR’S REPORT

Due to COVid-19, some DDA promotions / events will be delayed. The Job Fair will be postponed until our local schools are back in session. Farmers Market and Summer Concert Series operate outside the affected window and should continue as usual. Lorrelei was able to receive \$4000 in grants to help fund the summer concerts. The POP 150 tenant is vacating the building since his 6 months is up; but he is looking for a location in Imlay City. Our billboard is populated for the rest of DDA-contracted time. Website changes are still in progress. Lorrelei has also completed the first draft of her proposed 2020 budget and will be passing it on to Tom Youatt for review.

11. MEMBER COMMENTS

Walter Barga is still looking for better representation of DDA on the billboards – wants a consistence banner along the bottom side of the billboard. Designer will work on this promptly.

12. ADJOURNMENT

MOTION by Trish Dennis, supported by Steve Teets, to adjourn the meeting at 6:21 p.m.
MOTION CARRIED UNANIMOUSLY.

Submitted by Katrina Morrow: _____

Recording Secretary