

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING  
MONDAY, FEBRUARY 10<sup>th</sup>, 2020**

A regular meeting of the Downtown Development Authority was held February 10<sup>th</sup>, 2020 at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444.

**1. CALL TO ORDER**

Major Joi Kempf called the meeting to order at 5:42 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present: Joi Kempf, Kim Jorgensen, Stu Davis, Steve Teets, Kelly Villanueva

Absent: Walter Bargaen, Trish Dennis, Samuel Galiana, Justin Herbert

Also Present: DDA Director Lorrelei Natke, Katrina Morrow

**4. APPROVAL OF AGENDA**

**MOTION** by Kim Jorgensen, supported by Stu Davis, with no additions.

**MOTION UNANIMOUSLY CARRIED.**

**5. PUBLIC PARTICIPATION**

None.

**6. APPROVAL OF MINUTES**

**REGULAR MEETING – January 13<sup>th</sup>, 2019.**

**MOTION** by Stu Davis, supported by Joi Kempf, to approve the minutes of the Regular Meeting dated January 13<sup>th</sup>, 2019.

**MOTION CARRIED UNANIMOUSLY.**

**7. FINANCIAL REPORT**

**a. DDA Expenditure Report**

**b. Balance Sheet**

**c. Check Register Report**

Façade Grant line item now has \$15,000, which covers the previous overage and gives the Board \$6,000 for current use on Façade Grants.

**8. OLD BUSINESS**

**a. Façade Grant for 420 E. Third St. (Next Level Tattoo)**

Reviewed at previous meeting.

**MOTION** by Stu Davis to approve Façade Grant for 420 E. Third St. in the amount of \$481.50, supported by Kim Jorgensen.

**ROLL CALL:**

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

**Nays:**

**MOTION CARRIED UNANIMOUSLY.**

**b. Façade Grant for 131 N. Almont Ave. (CMB Construction)**

Reviewed at previous meeting.

**MOTION** by Stu Davis to approve Façade Grant for 420 E. Third St. in the amount of \$481.50, supported by Kim Jorgensen.

**ROLL CALL:**

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

**Nays:**

**MOTION CARRIED UNANIMOUSLY.**

Stu Davis inquired about multiple façade grants at the same building location, regardless of new business on each grant – is it appropriate to continue to approve grant after grant for the same building if it can't seem to sustain a business long-term? Board agreed as long as it's a new and viable business in that building, the DDA would support their efforts and continue to approve as the budget permits.

**9. NEW BUSINESS**

**a. Farmers Market 2020 Schedule**

Katrina Morrow would like to set the 2020 Farmers Market dates for:

Thursday, May 21<sup>st</sup>, 2020 through until Thursday, October 15<sup>th</sup>, 2020

Market would run weekly on Thursdays and be open 10 am – 4 pm as per last year.

**MOTION** to approve Farmers Market schedule as shown above by Stu Davis, supported by Kelly Villanueva.

**MOTION CARRIED UNANIMOUSLY.**

**b. Summer Concert Series 2020 Schedule**

Lorrei Natke and Katrina Morrow would like to set the summer concert series dates for a 10-week series, starting Tuesday, June 9<sup>th</sup>, 2020 through until Tuesday, August 18<sup>th</sup>. This series may possibly be pushed back by 1 week, depending on if the local schools let out later due to snow makeup days.

**MOTION** to approve 10-week summer concert series by Stu Davis, carried by Kim Jorgensen.

**MOTION CARRIED UNANIMOUSLY.**

**c. MIFMA Conference for Katrina Morrow**

MIFMA has a Farmers Market/Manager Conference in Lansing this upcoming March 3-4, and Ms. Morrow would like to attend for the better of the Imlay City Farmers Market. Now that we are a MIFMA member, the cost to attend the 2-day market is only \$150, and the conference center offers a reduced-fee at a nearby hotel for \$106/per 1 night. Food will be provided at the conference, but gas mileage and food comp might incur additional costs.

**MOTION** by Stu Davis to approve Katrina Morrow's attending of this conference for 2 days at \$150, 1 night at the nearby hotel, and additional costs that may be incurred within a reasonable budget; supported by Kelly Villanueva.

**ROLL CALL:**

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

**Nays:**

**MOTION CARRIED UNANIMOUSLY.**

**d. Work Regarding Lamb Steele Park Gazebo**

A painting price needs to be arranged, and as long as the cost of the project is under \$500, it does not need to go to bid. Board suggests asking for pricing on bush removal near the painting site. Board advises Lorrelei to get these quotes for the Board to approve at the March meeting.

**10. DIRECTOR'S REPORT**

Ms. Natke went over event ideas in the community, such as a Monday Motorcycle Night in downtown, and progress she's made in local programs, such as the Historic Walking Tour and Redevelopment Ready Communities.

**11. MEMBER COMMENTS**

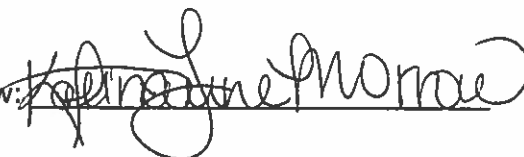
None.

**12. ADJOURNMENT**

**MOTION** by Stu Davis, supported by Kim Jorgensen, to adjourn the meeting at 6:14 p.m.

**MOTION CARRIED UNANIMOUSLY.**

Submitted by Katrina Morrow:



Recording Secretary