

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, JULY 13th, 2020**

A regular meeting of the Downtown Development Authority was held July 13th, 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 5:35 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Joi Kempf, Walter Bargaen, Steve Teets, Stu Davis, Justin Herbert

Absent: Kim Jorgensen, Trish Dennis, Samuel Galiana, Kelly Villanueva

Also Present: DDA Director Lorrelei Natke, Recording Secretary Katrina Morrow

4. APPROVAL OF AGENDA

MOTION by Stu Davis, support by Joi Kempf, to approve the agenda, with the addendum of 9.e. Leveling Downtown Sidewalks.

MOTION UNANIMOUSLY CARRIED.

5. PUBLIC PARTICIPATION

None.

6. APPROVAL OF MINUTES

REGULAR MEETING – May 11th, 2020

MOTION by Stu Davis, support by Steve Teets, to approve the minutes of the Regular Meeting minutes dated June 8th, 2020.

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. Discussion and Action to move Fire Hall Wayfinding Sign from E. Third Street to new location on Borland Road

If DDA approves and schedules the move during the already-scheduled repairs for other signs in town, money will be saved by eliminating the cost of another service call in the future. Board discussed if our DPW could move the signs or if all work had to be done through the sign company.

MOTION by Stu Davis, support by Steve Teets, to move the sign with the lower bid – either through the sign company or through our DPW.

ROLL CALL:

AYE: Justin Herbert, Stu Davis, Steve Teets, Walter Bargaen, Joi Kempf

NAY:

MOTION CARRIED UNANIMOUSLY.

b. Discussion and Action regarding Façade Grant Request from Kitchen Designs

MOTION by Stu Davis, support by Justin Herbert, to approve the façade grant and cover up to \$1000 in material costs, to be calculated with the receipts at the end of the project.

ROLL CALL:

AYE: Justin Herbert, Stu Davis, Walter Bargaen, Joi Kempf, Steve Teets

NAY:

MOTION CARRIED UNANIMOUSLY.

c. Discussion and Action regarding Art in the Rough Event on September 19, 2020

Board supports proceeding with the planning of this event, being that it is mainly held outdoors and COVID regulations can be easily followed. The only foreseen issue being that businesses have had a negative financial impact this year, so sponsorships might not cover the cost of the event. As long as nothing drastic changes in our state, DDA is moving forward with Art in the Rough 2020.

d. Discussion and Action regarding DDA supporting 50% of costs of pave Main & Depot Drive and 3rd & Handley Streets (currently being proposed by City Commission)

Project is already approved through City Commission, so DDA is helping to cover part of the budget. Steve Teets would like to propose to City Commission adding Depot Drive in full to the city's existing project and we will cover the cost there as well.

MOTION by Stu Davis, support by Justin Herbert, to cover 50% of the cost for the roads located in the DDA district.

ROLL CALL:

AYE: Joi Kempf, Walter Bargaen, Steve Teets, Stu Davis, Justin Herbert

NAY:

MOTION CARRIED UNANIMOUSLY.

e. Leveling Downtown Sidewalks

Initial discussion opening this topic: Several areas in the Downtown have heaving sidewalks that need to be marked. DDA Director will map out the trouble areas and get contractors to quote if these areas would benefit from grinding down or leveling, as well as the overall cost to fix the areas.

10. DIRECTOR'S REPORT

11. MEMBER COMMENTS

12. ADJOURNMENT

MOTION by Stu Davis, support by Steve Teets, to adjourn the meeting at 6:23 p.m.

MOTION CARRIED UNANIMOUSLY.

Submitted by Katrina Morrow: _____

Recording Secretary