

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, September 14th, 2020**

A regular meeting of the Downtown Development Authority was held September 14th, 2020 at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444.

1. CALL TO ORDER

Joi Kempf called the meeting to order at 5:40 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

Absent: Walter Bargen, Tricia Dennis, Samuel Galiana, Justin Herbert

Also Present: DDA Director Lorrelei Natke, City Manager Craig Horton

4. APPROVAL OF AGENDA

MOTION by Stu Davis, support by Steve Teets, to approve the agenda as-is.

MOTION UNANIMOUSLY CARRIED.

5. PUBLIC PARTICIPATION

6. APPROVAL OF MINUTES

REGULAR MEETING – August 10th, 2020

MOTION by Stu Davis, support by Steve Teets, to approve the minutes of the Regular Meeting minutes dated August 10th, 2020.

MOTION CARRIED UNANIMOUSLY.

SPECIAL MEETING – September 1st, 2020

MOTION by Steve Teets, support by Stu Davis, to approve the minutes of the Regular Meeting minutes dated September 1st, 2020.

MOTION CARRIED UNANIMOUSLY.

7. FINANCIAL REPORT –

a. DDA Expenditure Report

b. Balance Sheet

c. Check Register Report

8. OLD BUSINESS

a. Art in the Rough Update

Our event is on the upcoming Saturday, September 19th, 2020. We are working hard to keep this event a success in the face of cold weather predictions, COVID-19 restrictions, and no formal sponsorships. Despite these challenges, Lorrelei states we are still within budget for the event and are looking at a great turnout of participants, with over 20 artists committed, more businesses staying open, and different bands and exhibitors to enjoy.

9. NEW BUSINESS

a. Discussion & Action Regarding Intent or Not to Capture Animal Control Millage Revenue:

MOTION by Steve Teets, supported by Kelly Villanueva, to resolve to NOT capture the Animal Control Millage and give Director Lorrelei Natke the authority to sign the appropriate paperwork regarding this.

ROLL CALL:

AYE: Joi Kempf, Kelly Villanueva, Steve Teets, Kim Jorgensen, Stu Davis, Ray Krakowski
NAY:

MOTION CARRIED UNANIMOUSLY.

b. Discussion & Action Regarding Purchase of New Ribbons for Holiday Light Pole Decorations

Board would like to continue to shop more options because making any decisions regarding holiday decoration purchase.

c. Discussion and Action Regarding Bid Proposal Request for Downtown Landscaping Contract.

Our 3-year landscaping contract is up for bid this season. Board would like both sides of fence area located along railroad tracks and Depot Drive added in the maintenance part of the new contract. Board also advises to put the bid out as soon as possible for that potential bidders can do a walkthrough the areas of work and see the work in its current state.

MOTION by Steve Teets, supported by Stu Davis, to put out an updated bid request for the Downtown Landscaping Contract.

MOTION CARRIED UNANIMOUSLY.

d. Discussion & Action Regarding New Location for Community Christmas Tree

Previously discussed; old tree is dying and a fire hazard, which makes continuing to decorate it for our town's holiday a challenge and a concern. Lorrelei is proposing the use of the tree located on the corner of Lamb Steele Park, near where Santa is placed

for Winter Playground every year. The tree is visible in our Downtown from M-53 when you are driving northbound.

Board would like to take more time go outside to look at all the available trees and the true visibility of the tree in question before taking this to any vote. They did agree the original tree should be removed once a new one is chosen, as to remove the hazard.

e. Discussion Regarding Chamber of Commerce’s Merchant Trick-or-Treat

Local Chamber is moving forward with their Merchant Trick-or-Treat in our Downtown. The event is planned to be held on October 24th, 11 am – 1 pm. Board would still like DDA to make a presence at said event, as long as current state restrictions do not prevent us from safely participating.

10. DIRECTOR’S REPORT

11. MEMBER COMMENTS

12. ADJOURNMENT

MOTION by Stu Davis, supported by Steve Teets, to adjourn the meeting at 6:21 pm.

MOTION CARRIED UNANIMOUSLY.

Approved October 12th, 2020

Submitted by Katrina Morrow: _____

Recording Secretary