

**IMLAY CITY
DOWNTOWN DEVELOPMENT AUTHORITY**

Regular Meeting
July 8, 2024
MEETING MINUTES

A regular meeting of the Downtown Development Authority was held on Monday, June 10, 2024, at Imlay City Hall, 150 North Main Street, Imlay City MI 48444.

1. **CALL TO ORDER**
Chair Walt Bargaen called the meeting to order at 5:35 pm
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL** – Director Malzahn called the roll:
Present Stu Davis, Kim Jorgensen, Steve Robbins, Neil Docherty, Walter Bargaen
Absent: Justin Shattuck (excused), Mayor Joi Kempf
Quorum Present
4. **CORRESPONDENCE** – none
5. **SPECIAL PRESENTATION** – none
6. **COMMITTEE REPORTS**
City Services Negotiating Committee – Chair Bargaen is working to a schedule a follow-up meeting date.
7. **CONSENT AGENDA**
MOTION by Davis, supported by Docherty to approve the consent agenda items including:
Meeting Agenda; Regular Meeting Minutes June 10, 2024; Executive Session June 10, 2024,
Financial Reports through June 30, 2024.
All in Favor 5 / Nays 0 - **MOTION CARRIED UNANIMOUSLY**
8. **PUBLIC PARTICIPATION** – none
9. **OLD BUSINESS** – none
10. **NEW BUSINESS**
 - A. **206 E. Third Street Façade Grant Application**
Ray Krakowski presented his updated façade grant request with pictures of both former and current building conditions. He plans to add decorative metal siding to the unpainted brick areas on the front of his building to complete the exterior updates. The Board asked about the blue paint color expressing concerns over the density. All are hoping that the new siding will tone down the overall look.

Director Malzahn informed Krakowski that he will need to contact the Construction Code Authority for necessary permits and asked for his timeframe for completion of the work.
MOTION by Jorgensen, supported by Robbins to approve the Façade Grant Application for the matching amount requested \$5,000 as requested.
Roll Call: AYES – Jorgensen, Robbins, Davis, Docherty, Bargaen

NAYS – none
MOTION CARRIED 5/0

B. Yard Game Equipment Purchases

Director Malzahn suggested that concert and event goers may like additional options when attending happening in the park. She is recommending that a giant connect game and 2 sets of cornhole boards may attract more attendees.

Jorgensen recommended a local craftsmen that may be able to make the cornhole games for us, she will share his contact info.

MOTION by Davis, supported Jorgensen to approve the purchase of yard game equipment in an amount not to exceed \$700

Roll Call: AYES –Davis, Jorgensen, Robbins, Docherty, Bargaen

NAYS – none

MOTION CARRIED 5/0

C. Imlay City Façade Corp Meeting Date

Director Malzahn asked the DDA Board to schedule a meeting on the IC Façade Corp to review and re-activate the loan program. She reported that funding options are needed by several local property owners whose buildings need extensive repairs. The meeting will be posted for July 22, 2024, to follow a DDA Special Board Meeting @ 5:35 pm.

D. Wayfinding Sign Repairs / Replacements

The Board reviewed two price quotes for repairs to the existing signage. 5 units need to be replaced, and others need new paint and or logo updates if a re-branding campaign is considered. Davis reported that Valley Signs may have some proprietary rights to the units and suggested that Malzahn research the original contract with them.

The Board is in favor of utilizing The Print Shop since they are local, but more research is needed on whether the DPW can remove and re-install the aluminum panels for the Print Shop since that is outside their scope of work.

MOTION by Davis, supported by Docherty to table this item until July 22, 2024, Special Meeting.

All in Favor 5/ Nays 0 - **MOTION CARRIED UNANIMOUSLY**

11. DIRECTORS REPORT

Malzahn presented her written report in the meeting packet for June 2024. In addition, Malzahn reported:

12. CLOSED SESSION - for the purposes of property purchase consideration

MOTION by Davis, support by Docherty to enter closed session at 6:17 pm

All in Favor 5/ Nays 0 - **MOTION CARRIED UNANIMOUSLY**

RE-ENTER REGULAR SESSION AT 6:21 PM

No Board Action Taken

13. PUBLIC PARTICIPATION – none

14. BOARD MEMBER COMMENTS – none

15. ADJOURNMENT

MOTION by Davis, supported by Docherty to adjourn the meeting at 6:25 pm

All in Favor 5 Ayes/Nays 0 - **MOTION CARRIED UNANIMOUSLY**

Next Regular DDA Board meeting date: Monday, August 12, 2024, at 5:35 PM

Respectfully submitted by: _____
Christine Malzahn, DDA Executive Director

DDA APPROVED: 08/12/24

CITY COMMISSION APPROVED: