

IMLAY CITY
DOWNTOWN DEVELOPMENT AUTHORITY
150 N. MAIN STREET
IMLAY CITY, MI 48444

REGULAR MEETING JUNE 9, 2025
5:35 P.M.

Walter Bargen, Chair
Neil Docherty, Vice Chair
Kim Jorgensen, Secretary
Stu Davis, Treasurer

Justin Shattuck, Board Member
Steve Robbins, Board Member
Joi Kempf, Board Member
Barbara Yockey, Mayor

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. **APPROVAL OF THE AGENDA**
5. **CONSENT AGENDA** (pgs 3-17)
 - MEETING MINUTES: Regular Meeting May 12, 2025; Special Meeting May 19, 2025
 - FINANCIAL REPORTS: through May 31, 2025
 - DDA Expenditure Report, Check Register Report; Credit Card Statement; Balance Sheet;
6. SPECIAL PRESENTATION – Police Update
7. COMMITTEE REPORTS – Business Retention/Recruitment Subcommittee
8. PUBLIC PARTICIPATION
9. **UNFINISHED BUSINESS:**
 - A. Lapeer Public Safety Millage (pgs19-21)
 - B. Community Center Update (former DPW Garage) (pgs 23-25)
 - C. Downtown Depot Pavilion Project Update (pgs 27-28)
10. **NEW BUSINESS:**
 - A. Blight Ordinance (pgs 29-36)
 - B. Pocket Park Project – Third Street (pgs 37-43)
 - C. Placer AI Subscription (pgs 45-63)
 - D. WinterFest 2025 (pgs 65-66)
 - E. Chamber of Commerce SummerFest Funding Request (pgs 67-69)
11. **CLOSED SESSION** – For the purpose of Property Acquisition, Personnel Matters
12. EXECUTIVE DIRECTOR’S REPORT (pgs 71-73)
13. MARKET MANAGER’S REPORT
14. PUBLIC PARTICIPATION
15. BOARD MEMBER COMMENTS
16. ADJOURNMENT

Respectfully Submitted by: Christine Malzahn, DDA Executive Director
Next Regular DDA Meeting – July 14, 2025

Posted June 5, 2025

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Consent Agenda

DATE: June 9, 2025

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Items Attached:

- a. Meeting Minutes
 - May 12th Regular Meeting, May 19th Special Meeting
- b. Financial Reports – Ending May 31, 2025
 - DDA Expenditure Report = \$ 129,535.70
 - Check Register Report = \$ 122,160.76
 - Credit Statement – May 2025
 - Ending Fund Balance Sheet = \$ 256,879.04

Action Needed: Pass the motion(s) as recommended or amended per board discussion.

Recommendation: Motion to approve the consent agenda items as presented.

**IMLAY CITY
DOWNTOWN DEVELOPMENT AUTHORITY**

**May 12, 2025 Regular Meeting
MINUTES**

A regular meeting of the Downtown Development Authority was held on Monday, May 12, 2025, at the Imlay City Municipal Offices, 150 N. Main Street, Imlay City MI 48444.

1. **CALL TO ORDER** – Chair 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, Justin Shattuck, Joi Kempf, Mayor Barbara Yockey, Chair Walter Bargaen

Absent: Neil Docherty (unexcused)

Quorum Present

Also present, Market Manager Minda Steffens

4. **APPROVAL OF THE AGENDA**

***MOTION** by Davis, supported by Yockey to the approve the revised agenda items as presented.*

All in Favor 7 / Nays 0

MOTION CARRIED 7/0

5. **CONSENT AGENDA**

a. Meeting Minutes

- April 14th Regular Meeting and April 23 Special Meeting

b. Financial Reports – Ending April 30, 2025

- DDA Expenditure Report = \$ 23,288.49
- Check Register Report = \$ 16,696.94
- Credit Statement – April 2025
- Ending Fund Balance Sheet = \$ 346,831.47

***MOTION** by Davis, supported by Robbins to approve the consent agenda items as presented.*

All in Favor 7 / Nays 0

MOTION CARRIED 7/0

6. **CORRESPONDENCE** – Chamber of Commerce Signed Letter – Rob Mette

Rob Mette presented a signed letter from the Chamber of Commerce Board of Directors stating that he was at tonight's meeting representing that body. He went on the thank Director Malzahn for completing a request he sent on behalf of Mette Financial in updating his logo on the DDA websites' Business Listing page the same day he sent it. He continued to state that he had come prepared with two speeches to tonight's meeting and felt compelled to deliver the version expressing his disappointment in Malzahn regarding his follow-up email sent to her on April 29th. The email requested additional corrections to errors that he noted during his forensic audit of the icdda.com website, and that 7 of the 12 inaccuracies had not yet been completed within the 9 business days leading up to tonight's meeting following his email. He presented further findings from the icdda website in a two-page report detailing 36 other issues. Board member Davis asked Mette “what his problem was” stating that Mette’s petty behavior will continue to harm the DDA/Chamber collaborative efforts, and that a simple phone call directly to Malzahn would have cleared things up.

7. **COMMITTEE REPORTS** - none

8. PUBLIC PARTICIPATION

Lapeer County Commissioner Ian Kempf asked if he would be allowed to address the Board during one of tonight's agenda items.

9. UNFINISHED BUSINESS

A. Farmers Market Ad Campaign

MOTION by Yockey, supported by Davis to allow Jorgensen to recuse herself from this agenda item due to a personal conflict of interest.

All in Favor 7 Ayes/Nays 0

MOTION CARRIED 7/0

The Board reviewed pricing options and sample display ads for a marketing campaign to kickoff the 2025 market season.

MOTION by Yockey, supported by Davis to approve the marketing campaign and place ads in the Lapeer Area View Friday "Free Paper edition on May 30th, and June 6th, and to run in the June 4th and June 11th edition of the Tri-City Times.

All in Favor 7 Ayes/Nays 0

MOTION CARRIED 7/0

B. 150 Bancroft Building Real Estate Listing

Director Malzahn recapped the history on the 150 Bancroft property and invited Tom Blount of the Pilot Realty Group to speak to his potential listing agreement and marketing efforts to bring an interested purchaser to the board.

MOTION by Robbins supported by Jorgensen to enter into a Real Estate Listing Agreement with Tom Blount of Pilot Realty Group for 150 Bancroft.

Roll Call: AYES – Robbins, Jorgensen, Kempf, Davis, Yockey, Shattuck, Bargaen

NAYS – none

MOTION CARRIED 7/0

10. NEW BUSINESS

A. Façade Grant Application (signage) – 591 Cedar Street / Imlay City Pharmacy

The Board reviewed the grant request from Amged Bedair submitted to the DDA on April 10, 2025. The scope of work includes new channel letter signage to be installed on the building façade, and a sign panel to be installed in the existing monument sign.

MOTION by Davis, supported by Robbins to approve the façade grant sign request in the amount of \$1,500 for 591 Cedar Street.

Roll Call: AYES – Davis, Robbins, Jorgensen, Kempf, Shattuck, Yockey, Bargaen

NAYS – none

MOTION CARRIED 7/0

B. Façade Grant Application - 170 S. Almont Ave / Imlay City Eagles

The Board reviewed a grant request from Lynn Manogue on behalf of the Imlay City Eagles submitted to the DDA office on April 24, 2025. The Eagles are seeking \$5,000 for exterior renovations to the front entrance area in conjunction to the on-going metal siding installation.

MOTION by Jorgensen, supported by Davis to approve a façade grant in the amount of \$5,000 for the Eagles, located at 170 S. Almont Avenue.

Roll Call: AYES – Jorgensen, Davis, Robbins, Kempf, Shattuck, Yockey, Bargaen

NAYS – none

MOTION CARRIED 7/0

C. Façade Grant Application - 118 E. Third Street – Former Kitty’s Place

The Board reviewed a grant request from Victor Aguilar that was submitted to the DDA office on May 5, 2025. Mr. Aguilar and his wife recently purchased the property and are renovating it to make it marketable for a new business tenant. They are requesting \$434.21 to replace the broken window on the front of the building.

MOTION by Yockey, supported by Davis to approve a façade grant in the amount of \$434.21 to Victor Aguilar, owner of 118 E. Third Street property.

Roll Call: AYES – Yockey, Davis, Jorgensen, Robbins, Kempf, Shattuck, Bargaen

NAYS – none

MOTION CARRIED 7/0

D. Pavilion Project Update

Director Malzahn reported that she received verbal verification from Nancy Boxey relaying that the grant review committee has recommended that the DDA grant submission be fully funded at the \$15,000 grant request. The full LCCF Board meets on May 14th to take a formal vote. The pavilion is expected to be fully operational for the Farmers Market opening day, now scheduled for June 5th.

D2. Contractor Pay Request Process

The Board reviewed a pay request from Tannis Construction and discussed the color scheme for the roof and ceiling areas.

MOTION by Davis, supported by Yockey to approve the pay request in the amount of \$31,720.

Roll Call: AYES – Davis, Yockey, Jorgensen, Robbins, Kempf, Shattuck, Bargaen

NAYS – none

MOTION CARRIED 7/0

MOTION by Yockey, supported by Davis to use black metal sheeting for the roof and silver for the interior ceiling, downspouts, and soffits.

Roll Call: AYES –Yockey, Davis, Jorgensen, Robbins, Kempf, Shattuck, Bargaen

NAYS – none

MOTION CARRIED 7/0

E. Seasonal Porta-Potties

Director Malzahn presented options for portable restroom facilities. With market season, concerts and the social district Malzahn is recommending that two ADA-compliant units be brought onsite from the beginning of May through the end of October. These two units will also cover the approval made last month to assist the Blueberry Festival planning. Each billing cycle is 28-days and includes weekly cleaning, hand sanitizer and toilet paper refills. Additional cleaning can be made at \$40 each visit.

MOTION by Davis, supported by Robbins to approve contracting with Jay’s portable for one season, at \$390 per 28-day cycle, beginning May 19th through October 31 for two ADA-compliant units placed at the downtown pavilion location.

Roll Call: AYES – Davis, Robbins, Kempf, Jorgensen, Shattuck, Yockey, Bargaen

NAYS – none

MOTION CARRIED 7/0

F. Downtown Depot Pavilion Fee Schedule

Director Malzahn introduced to the Board the city park reservation application. The City has established fees for both residents and non-residents to reserve city park areas for private events. Malzahn asked the Board to consider a similar practice and is seeking direction on

future requests to use the pavilion for community and/or private events, since this structure is a DDA asset.

MOTION by Robbins, supported by Davis to have the new Pavilion included in the city's reservation packet with a rental fee similar to the other Pavilion areas as part of the city's fee schedule.

Roll Call: AYES – Robbins, Davis, Jorgensen, Kempf, Borgen

NAYS – Shattuck, Yockey

MOTION CARRIED 5/2

G. Lapeer County Special Voted Millages – requested by Mayor Barbara Yockey

Mayor Yockey expressed concern about the ethical and financial impact of the DDA capturing Lapeer County special-voted millages. She invited County Commissioner Ian Kempf, and EMS Director Russ Adams to address the Board. Kempf stated that if the DDA continued to capture the millages, he would not support the city's NIA TIF initiative, nor would the Lapeer Board of Commissioners. He stated that while the DDA is allowed to capture the funds by law, he felt it unethical for us to do so, since the voters who approved those ballot initiatives were directing the funds to those authorities, not DDA's. Russ Adams spoke on services that the EMS offers here in Imlay City, stating that Imlay City is considered part-owner in the entity and we have a dedicated position on that Board. Director Malzahn re-capped the DDA's intent to gift back 100% of the captured funds to the locally operating agency, especially the law enforcement monies that would pay for a part-time dedicated Imlay City Police officer for the downtown area. Shattuck questioned if we rescind our motion to capture those funds, what would prevent the city then from coming to demand that the DDA help pay for police presence downtown?

MOTION by Yockey, supported by Kempf to approve not capturing all future special Lapeer millages, but to postpone a decision regarding the Law Enforcement capture.

Roll Call: AYES – Yockey, Kempf, Davis, Robbins, Jorgensen, Shattuck, Borgen

NAYS – none

MOTION CARRIED 7/0

H. Lapeer County Senior Services MOU

County Commissioner Kempf spoke to the proposed MOU under the previous agenda item, stating that he thought it was convoluted, unnecessary and that agreements like these cost money for legal review. He suggested that Director Malzahn work directly with programming coordinators at the Eagles and the Senior Center to use current funds collected for this fiscal year on special events.

MOTION by Jorgensen, supported by Kempf, directing Malzahn to coordinate programming for the Veterans and Seniors.

Roll Call: AYES – Jorgensen, Kempf, Davis, Robbins, Shattuck, Yockey, Borgen

NAYS – none

MOTION CARRIED 7/0

I. OutFront Media Contract

Director Malzahn received the 2025-2026 contract from OutFront Media for the billboard space above the train viaduct for southbound traffic. The agreement is for 12 months @ \$802 per month plus \$119 per poster print.

MOTION by Yockey supported by Robbins to enter into the agreement as presented.

Roll Call: AYES – Yockey, Robbins, Kempf, Borgen

NAYS – Davis, Shattuck, Jorgensen

MOTION CARRIED 4/3

J. Summer Intern

Director Malzahn informed the Board on a grant opportunity from the Four County Community Foundation to pay 50% of the costs to hire a summer intern. This program was used last year for Ruby Hernandez to assist with marketing and community outreach, and the DDA received \$2,000 as a grant for this program. Ms Hernandez reached out to Malzahn to inquire about any employment opportunities again for this year.

MOTION by Jorgensen supported by Kempf to apply for another intern grant and bring Ms. Hernandez for the summer season.

Roll Call: AYES – Jorgensen, Kempf, Robbins, Shattuck, Yockey, Bargaen

NAYS – Davis

MOTION CARRIED 6/1

K. DPW Garage RAP Grant Project Update

Director Malzahn recapped the project to date and together with Mayor Yockey conveyed the discussion held during a city staff meeting to request both boards move forward with any/all options. Mayor Yockey would like to convene a meeting of the subcommittee to review the scope of work and project timeline and report back. Initial subcommittee members were Bargaen and Docherty. Meeting is scheduled for May 14th.

NO BOARD ACTION TAKEN

11. CLOSED SESSION – For the purpose of employee annual review (at employee's request)

MOTION by Shattuck, supported by Robbins to enter into closed session @ 7:57 pm

All in Favor 7 Ayes/Nays 0

MOTION CARRIED 7/0

Moved to exit closed session @ 8:00 pm

A special meeting will be set for May 19, 2025 @ 5:35 pm to conduct the Directors review.

12. EXECUTIVE DIRECTORS' REPORT

Director Malzahn provided her written report in the meeting packet for April/May 2025 activities. One additional item she brought to the Boards attention was her weekly update for the week ending April 19th, noting the report that a full website refresh was underway. Chair Bargaen told Malzahn that the Board understands her position and she didn't need to defend herself from the Chambers' attack.

13. PUBLIC PARTICIPATION - none**14. BOARD MEMBER COMMENTS** – none**15. ADJOURNMENT**

MOTION by Everyone (Shattuck), supported by Davis to adjourn the meeting at 8:10 pm

All in Favor 7 Ayes/Nays 0

MOTION CARRIED 7/0

Next Regular DDA Board meeting date: Monday, June 9, 2025, at 5:35 PM

Respectfully submitted by: _____

Christine Malzahn, DDA Executive Director

DDA APPROVED:

CITY COMMISSION APPROVED:

**IMLAY CITY
DOWNTOWN DEVELOPMENT AUTHORITY**

**May 19, 2025 Special Meeting
MINUTES**

A regular meeting of the Downtown Development Authority was held on Monday, May 19, 2025, at the Imlay City Municipal Offices, 150 N. Main Street, Imlay City MI 48444.

1. **CALL TO ORDER** – Chair 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, Justin Shattuck, Neil Docherty, Joi Kempf, Mayor Barbara Yockey, Chair Walter Bargaen
 Absent: none
 Quorum Present
 Also present, Market Manager Mindi Steffens
4. **APPROVAL OF THE AGENDA**
***MOTION** by Davis, supported by Shattuck to the approve the agenda items with item 6b Pocket Park added.*
 All in Favor 8 / Nays 0
 MOTION CARRIED 8/0
5. **PUBLIC PARTICIPATION** – none
6. **UNFINISHED BUSINESS**
 - A. **DPW Garage Project Update**
 Director Malzahn and Mayor Yockey recapped the DPW Garage Committee meeting held on May 14th. Malzahn presented 2 funding options – MEDC Patronicity grant and the T-Mobile Hometown Grant. The Patronicity grant is a crowdfunding online campaign designed to get community stakeholders to commit funds for the project, with a matching amount by the MEDC. The T-Mobile grant is a \$50,000 grant in partnership with MainStreet USA programs. The desire is to keep the project moving forward with the low bid price before construction material price increases take the project out of our budget range.
***MOTION** by Jorgensen supported by Robbins to commit an additional \$50,000 towards the DPW project, subject to city commission also committing an additional \$50,000, while investing additional funding options.*
 Roll Call: AYES – Jorgensen, Robbins, Kempf, Davis, Yockey, Shattuck, Docherty, Bargaen
 NAYS – none
 MOTION CARRIED 8/0
 - B. **Pocket Park Project**
 This item was requested by Stu Davis. Davis and Malzahn informed the Board of conversations with stakeholders and renderings of the site from Police Chief Selby. The project would entail removing the existing landscaping, relocating the benches, adding picnic table seating and a source of shade. Malzahn provided pricing options for tables and a shade sail, she estimated that the project could probably be completed for around \$10,000.
***MOTION** by Davis to move forward with the pocket park project. No Support*

The Board requested additional information and price quotes, but would like to see the project move forward.

- 7. CLOSED SESSION** – For the purpose of employee annual review (at employee's request)
MOTION by Shattuck, supported by Robbins to enter into closed session @ 5:57pm
 All in Favor 8 Ayes/Nays 0
 MOTION CARRIED 8/0

Moved to exit closed session @ 6:42 pm

MOTION by Davis supported by Yockey to follow the recommendation of the review committee, 3.5% salary increase, effective as of July 1, 2025, benefits to remain the same.
 Roll Call: AYES – Robbins, Jorgensen, Kempf, Davis, Docherty, Shattuck, Yockey, Borgen
 NAYS – none
 MOTION CARRIED 8/0

- 8. PUBLIC PARTICIPATION** - none

- 9. BOARD MEMBER COMMENTS** – none

- 10. ADJOURNMENT**

MOTION by Davis, supported by Yockey to adjourn the meeting at 6:44 pm
 All in Favor 8 Ayes/Nays 0
 MOTION CARRIED 8/0

Next Regular DDA Board meeting date: Monday, June 9, 2025, at 5:35 PM

Respectfully submitted by: _____
 Christine Malzahn, DDA Executive Director

DDA APPROVED:

CITY COMMISSION APPROVED:

User: RENE
DB: Imlay City
PERIOD ENDING 05/31/2025

| GL NUMBER | DESCRIPTION | 2024-25 | | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDT |
|-----------|-------------|-----------------|----------------|-------------|--------------|-----------|-------|
| | | ORIGINAL BUDGET | AMENDED BUDGET | | | | |

Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY

| | | | | | | | |
|------------------------------|---|------------|------------|------------|-----------|-------------|--------|
| Revenues | | | | | | | |
| Dept 000.000 - REVENUE | | | | | | | |
| 248-000.000-402.000 | TAX REVENUE | 324,000.00 | 352,370.00 | 352,368.87 | 0.00 | 1.13 | 100.00 |
| 248-000.000-402.776 | PUBLIC SAFETY CAPTURE | 0.00 | 0.00 | 28,241.81 | 28,241.81 | (28,241.81) | 100.00 |
| 248-000.000-402.777 | SENIOR CITIZENS CAPTURE | 0.00 | 0.00 | 7,626.34 | 7,626.34 | (7,626.34) | 100.00 |
| 248-000.000-402.778 | VETERANS CAPTURE | 0.00 | 0.00 | 3,631.03 | 3,631.03 | (3,631.03) | 100.00 |
| 248-000.000-560.000 | WINTER FEST | 3,000.00 | 2,225.00 | 775.00 | 0.00 | 1,450.00 | 34.83 |
| 248-000.000-573.000 | LOCAL COMMUNITY STABILIZATION SHARE APP | 20,000.00 | 18,334.00 | 18,333.53 | 0.00 | 0.47 | 100.00 |
| 248-000.000-665.000 | INTEREST INCOME | 0.00 | 0.00 | 1.72 | 0.00 | (1.72) | 100.00 |
| 248-000.000-667.000 | RENTAL INCOME | 0.00 | 250.00 | 250.00 | 0.00 | 0.00 | 100.00 |
| 248-000.000-675.001 | ROTARY PARK DONATIONS | 2,000.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 100.00 |
| 248-000.000-675.500 | FARMERS MARKET REVENUE | 4,000.00 | 4,190.00 | 5,525.00 | 60.00 | (1,335.00) | 131.86 |
| 248-000.000-675.600 | DDA CONCERT SERIES | 500.00 | 500.00 | 515.70 | 0.00 | (15.70) | 103.14 |
| 248-000.000-675.800 | BRICK PAVERS/BENCHES | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 248-000.000-675.880 | COMMUNITY PROMOTION REIMBURSEMENT | 1,800.00 | 5,564.00 | 5,564.00 | 0.00 | 0.00 | 100.00 |
| 248-000.000-677.000 | OTHER REIMBURSEMENTS | 0.00 | 0.00 | 63.92 | 63.92 | (63.92) | 100.00 |
| Total Dept 000.000 - REVENUE | | 355,400.00 | 385,533.00 | 422,896.92 | 39,623.10 | (37,363.92) | 109.69 |

TOTAL REVENUES

| | | | | | |
|------------|------------|------------|-----------|-------------|--------|
| 355,400.00 | 385,533.00 | 422,896.92 | 39,623.10 | (37,363.92) | 109.69 |
|------------|------------|------------|-----------|-------------|--------|

Expenditures

| | | | | | | | |
|---|-------------------------------|----------|----------|----------|-------|----------|--------|
| Dept 265.000 - BUILDING MAINTENANCE | | | | | | | |
| 248-265.000-921.000 | ELECTRICITY | 1,500.00 | 1,500.00 | 468.74 | 96.51 | 1,031.26 | 31.25 |
| 248-265.000-923.000 | HEAT | 500.00 | 500.00 | 340.63 | 0.00 | 159.37 | 68.13 |
| 248-265.000-924.000 | WATER & SEWER CHARGES | 500.00 | 500.00 | 191.76 | 0.00 | 308.24 | 38.35 |
| 248-265.000-930.000 | MISCELLANEOUS REPAIRS & MAINT | 0.00 | 0.00 | 813.00 | 0.00 | (813.00) | 100.00 |
| Total Dept 265.000 - BUILDING MAINTENANCE | | 2,500.00 | 2,500.00 | 1,814.13 | 96.51 | 685.87 | 72.57 |

| | | | | | | | |
|-------------------------------------|------------------------------|-----------|-----------|-----------|----------|------------|--------|
| Dept 705.000 - UNALLOCATED ACTIVITY | | | | | | | |
| 248-705.000-703.000 | WAGES & SALARIES | 50,600.00 | 50,600.00 | 48,501.36 | 6,663.45 | 2,098.64 | 95.85 |
| 248-705.000-706.000 | HOURLY WAGES | 15,000.00 | 15,000.00 | 14,627.50 | 2,413.00 | 372.50 | 97.52 |
| 248-705.000-706.011 | HOURLY INTERN | 0.00 | 1,440.00 | 1,440.00 | 0.00 | 0.00 | 100.00 |
| 248-705.000-710.000 | BONUS PAY | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 248-705.000-713.000 | DEFERRED COMP CONTRIBUTION | 1,100.00 | 1,100.00 | 1,076.66 | 134.26 | 23.34 | 97.88 |
| 248-705.000-714.000 | OPTICAL INSURANCE | 500.00 | 582.00 | 581.77 | 0.23 | 0.23 | 99.96 |
| 248-705.000-715.000 | SOCIAL SECURITY | 4,500.00 | 4,500.00 | 5,133.47 | 678.71 | (633.47) | 114.08 |
| 248-705.000-716.000 | HEALTH INSURANCE | 23,000.00 | 23,000.00 | 22,652.19 | 2,059.29 | 347.81 | 98.49 |
| 248-705.000-717.000 | LIFE/DISABILITY INS | 750.00 | 750.00 | 740.41 | 67.31 | 9.59 | 98.72 |
| 248-705.000-718.000 | RETIREMENT AND OPEB | 3,000.00 | 3,000.00 | 1,865.02 | 233.22 | 1,134.98 | 62.17 |
| 248-705.000-721.000 | PTO/VACATION PAY-OUT | 3,000.00 | 5,000.00 | 4,786.07 | 0.00 | 213.93 | 95.72 |
| 248-705.000-727.000 | OFFICE SUPPLIES | 800.00 | 800.00 | 267.74 | 0.00 | 532.26 | 33.47 |
| 248-705.000-730.000 | POSTAGE | 200.00 | 200.00 | 288.06 | 0.00 | (88.06) | 144.03 |
| 248-705.000-740.000 | OPERATING SUPPLIES | 2,000.00 | 2,000.00 | 3,594.86 | 0.00 | (1,594.86) | 179.74 |
| 248-705.000-741.000 | ADVERTISING | 7,000.00 | 7,000.00 | 4,417.42 | 45.00 | 2,582.58 | 63.11 |
| 248-705.000-807.000 | AUDIT FEES | 1,000.00 | 1,000.00 | 817.37 | 0.00 | 182.63 | 81.74 |
| 248-705.000-815.000 | DUES/MEMBERSHIPS | 1,000.00 | 1,278.00 | 1,277.31 | 0.00 | 0.69 | 99.95 |
| 248-705.000-815.000 | CONSULTING FEES | 5,000.00 | 5,000.00 | 210.00 | 0.00 | 4,790.00 | 4.20 |
| 248-705.000-818.000 | CONTRACTED SERVICES | 5,000.00 | 5,000.00 | 10,071.39 | 4,372.94 | (5,071.39) | 201.43 |
| 248-705.000-826.000 | LEGAL SERVICES | 1,000.00 | 1,000.00 | 420.00 | 0.00 | 580.00 | 42.00 |
| 248-705.000-830.000 | LIABILITY INSURANCE | 200.00 | 975.00 | 974.90 | 0.00 | 0.10 | 99.99 |
| 248-705.000-831.000 | WORKERS COMPENSATION | 400.00 | 400.00 | 157.82 | 0.00 | 242.18 | 39.46 |
| 248-705.000-853.000 | TELEPHONE EXPENSES | 1,200.00 | 1,200.00 | 1,405.80 | 106.31 | (205.80) | 117.15 |
| 248-705.000-860.000 | TRANSPORTATION & CONFERENCES | 2,500.00 | 2,500.00 | 1,907.50 | 0.00 | 592.50 | 76.30 |

| GL NUMBER | DESCRIPTION | 2024-25 | | YTD BALANCE 05/31/2025 | ACTIVITY FOR MONTH 05/31/25 | AVAILABLE BALANCE | % BDT USED |
|--|-------------------------------|--------------------|----------------|---------------------------|--------------------------------|----------------------|---------------|
| | | ORIGINAL BUDGET | AMENDED BUDGET | | | | |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | |
| Expenditures | | | | | | | |
| 248-705.000-880.000 | COMMUNITY PROMOTION | 14,000.00 | 18,514.00 | 25,766.88 | 2,454.00 | (7,252.88) | 139.18 |
| 248-705.000-900.000 | PRINTING & PUBLISHING | 500.00 | 500.00 | 129.02 | 0.00 | 370.98 | 25.80 |
| 248-705.000-921.000 | ELECTRICITY | 35,000.00 | 35,000.00 | 40,671.06 | 12,571.35 | (5,671.06) | 116.20 |
| 248-705.000-930.000 | MISCELLANEOUS REPAIRS & MAINT | 12,000.00 | 19,826.00 | 19,875.93 | 0.00 | (49.93) | 100.25 |
| 248-705.000-931.000 | STREETS/SCAPE MAINTENANCE | 55,000.00 | 55,000.00 | 74,306.87 | 38,665.00 | (19,306.87) | 135.10 |
| 248-705.000-956.000 | MISCELLANEOUS | 4,000.00 | 13,000.00 | 14,799.87 | 857.35 | (1,799.87) | 113.85 |
| 248-705.000-958.000 | ADMINISTRATIVE/TRANSFER TO | 35,000.00 | 35,000.00 | 35,000.00 | 0.00 | 0.00 | 100.00 |
| 248-705.000-973.000 | DEVELOPMENT COSTS-UNALLOCATED | 20,000.00 | 20,000.00 | 15,253.12 | 0.00 | 4,746.88 | 76.27 |
| 248-705.000-973.002 | LEASES | 1,300.00 | 2,271.00 | 2,271.00 | 0.00 | 0.00 | 100.00 |
| 248-705.000-973.006 | DDA CONCERT SERIES EXP | 12,000.00 | 12,000.00 | 11,495.92 | 3,550.00 | 504.08 | 95.80 |
| 248-705.000-973.008 | BRICK/BENCH EXPENSE | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 248-705.000-973.100 | LAPPER DEVELOPMENT CORPORATIO | 6,250.00 | 6,250.00 | 6,250.00 | 0.00 | 0.00 | 100.00 |
| 248-705.000-973.300 | FARMERS MARKET EXPENSE | 10,000.00 | 10,000.00 | 4,592.05 | 0.00 | 5,407.95 | 45.92 |
| 248-705.000-973.560 | WINTER FEST | 4,000.00 | 4,000.00 | 2,294.49 | 0.00 | 1,705.51 | 57.36 |
| 248-705.000-973.600 | ROTARY PARK EXPENSES | 2,000.00 | 2,000.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 248-705.000-975.000 | CAPITAL OUTLAY | 12,000.00 | 15,247.00 | 61,990.34 | 54,568.00 | (46,743.34) | 406.57 |
| Total Dept 705.000 - UNALLOCATED ACTIVITY | | 352,900.00 | 383,033.00 | 441,911.17 | 129,439.19 | (58,878.17) | 115.37 |
| TOTAL EXPENDITURES | | 355,400.00 | 385,533.00 | 443,725.30 | 129,535.70 | (58,192.30) | 115.09 |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY: | | | | | | | |
| TOTAL REVENUES | | 355,400.00 | 385,533.00 | 422,896.92 | 39,623.10 | (37,363.92) | 109.69 |
| TOTAL EXPENDITURES | | 355,400.00 | 385,533.00 | 443,725.30 | 129,535.70 | (58,192.30) | 115.09 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 0.00 | (20,828.38) | (89,912.60) | 20,828.38 | 100.00 |

User: RENE
DB: Imlay City

CHECK DATE FROM 05/01/2025 - 05/31/2025

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|--|------|---------|--------------|----------------------|----------------------------|---------|---------|----------|
| Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | | |
| 05/01/2025 | TRI | 86714 | 4380 | AQUA TURF IRRIGATION | DDA START UP OF IRRIGATION | 931.000 | 705.000 | 1,289.30 |
| 05/01/2025 | TRI | 86734 | | DTE ENERGY | ELECTRIC- 120 N MAIN | 921.000 | 705.000 | 111.56 |
| 05/01/2025 | TRI | 86738 | 910000600700 | DTE ENERGY | ELECTRIC- 101 W CAPAC | 921.000 | 705.000 | 19.98 |
| 05/01/2025 | TRI | 86739 | 910000600601 | DTE ENERGY | ELECTRIC- 113 E THIRD | 921.000 | 705.000 | 28.21 |
| 05/01/2025 TRI 86749 APRIL 2025 FIRST NATIONAL BANK OF OMAHA DDA 727.000 705.000 8.98 | | | | | | | | |
| APRIL 2025 DDA 730.000 705.000 11.16 | | | | | | | | |
| APRIL 2025 DDA 730.000 705.000 5.58 | | | | | | | | |
| APRIL 2025 DDA 730.000 705.000 96.80 | | | | | | | | |
| APRIL 2025 DDA 740.000 705.000 458.00 | | | | | | | | |
| APRIL 2025 DDA 740.000 705.000 106.29 | | | | | | | | |
| APRIL 2025 DDA 860.000 705.000 320.10 | | | | | | | | |
| APRIL 2025 DDA 860.000 705.000 125.00 | | | | | | | | |
| APRIL 2025 DDA 860.000 705.000 (125.00) | | | | | | | | |
| APRIL 2025 DDA 880.000 705.000 1.58 | | | | | | | | |
| APRIL 2025 DDA 880.000 705.000 83.20 | | | | | | | | |
| APRIL 2025 DDA 880.000 705.000 40.00 | | | | | | | | |
| APRIL 2025 DDA 880.000 705.000 49.20 | | | | | | | | |
| APRIL 2025 DDA 880.000 705.000 364.99 | | | | | | | | |
| CHECK TRI 86749 TOTAL FOR FU | | | | | | | | 1,545.88 |
| 05/01/2025 TRI 86758 7046 NORTHERN CONCRETE CUTTING 12' HORIZONTAL BURB GRINDING 818.000 705.000 575.00 | | | | | | | | |
| 05/01/2025 TRI 86761 0311 PAGE ONE PRINTING DDA POSTERS 973.006 705.000 38.00 | | | | | | | | |
| 05/01/2025 TRI 86769 205974581 T-MOBILE USA DDA TABLET 740.000 705.000 21.37 | | | | | | | | |
| 05/01/2025 TRI 86770 05/01/2025 THE PRINT SHOP HOMETOWN HERO DDA 880.000 705.000 1,585.00 | | | | | | | | |
| 05/01/2025 TRI 86770 05/01/2025 CHECK TRI 86770 TOTAL FOR FU DDA I AM IC BANNERS 880.000 705.000 105.00 | | | | | | | | |
| | | | | | | | | 1,690.00 |
| 05/01/2025 TRI 86772 4/29/2025 VALLEY CITY SIGN DEPOSIT FOR SIGN MONUMENT 818.000 705.000 1,295.00 | | | | | | | | |
| 05/08/2025 TRI 86779 05/06/2025 CITY OF IMLAY CITY DDA FOR SOCIAL DISTRICT POST/ SIGN 818.000 705.000 2,731.61 | | | | | | | | |
| 05/08/2025 TRI 86799 06972494 OUTFRONT DDA 880.000 705.000 764.00 | | | | | | | | |
| 05/08/2025 TRI 86812 APRIL 2025 TRI-CITY TIMES DDA 741.000 705.000 45.00 | | | | | | | | |
| 05/08/2025 TRI 86815 VC3-200394 VC3 INC MICROSOFT 365 APPS 818.000 705.000 8.30 | | | | | | | | |
| VC3-200395 CLOUD DATA RECOVERY AND PROTECTION 818.000 705.000 5.15 | | | | | | | | |

USER: RENEHE CHECK DATE FROM 05/01/2025 - 05/31/2025

DB: Imlay City

Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|------------|------|---------|--------------|------------------------------|---------------------------------------|---------|---------|-----------|
| 05/08/2025 | TRI | 86816 | 109159847 | WELLS FARGO VENDOR | COPIER RENT | 956.000 | 705.000 | 26.95 |
| | | | | | CHECK TRI 86815 TOTAL FOR FU | | | 13.45 |
| 05/15/2025 | TRI | 86823 | 200405563659 | DTE ENERGY | ELECTRIC- CITY LIGHTS 4/01/2025 - | 921.000 | 705.000 | 962.42 |
| | | | 200405563659 | | ELECTRIC- CITY LIGHTS 4/01/2025 - | 921.000 | 705.000 | 2,371.54 |
| | | | 200405563659 | | ELECTRIC- CITY LIGHTS 4/01/2025 - | 921.000 | 705.000 | 761.40 |
| | | | 200405563659 | | ELECTRIC- CITY LIGHTS 4/01/2025 - | 921.000 | 705.000 | 47.86 |
| | | | | | CHECK TRI 86823 TOTAL FOR FU | | | 4,143.22 |
| 05/15/2025 | TRI | 86824 | 200115703005 | DTE ENERGY | ELECTRIC- CITY 3/01 - 3/31/2025 | 921.000 | 705.000 | 768.90 |
| | | | 200115703005 | | ELECTRIC- CITY 3/01 - 3/31/2025 | 921.000 | 705.000 | 48.74 |
| | | | 200115703005 | | ELECTRIC- CITY 3/01 - 3/31/2025 | 921.000 | 705.000 | 969.06 |
| | | | 200115703005 | | ELECTRIC- CITY 3/01 - 3/31/2025 | 921.000 | 705.000 | 2,410.11 |
| | | | | | CHECK TRI 86824 TOTAL FOR FU | | | 4,196.81 |
| 05/15/2025 | TRI | 86825 | 200495073181 | DTE ENERGY | ELECTRIC- CITY 02/01/2025 - 02/28/ | 921.000 | 705.000 | 48.71 |
| | | | 200495073181 | | ELECTRIC- CITY 02/01/2025 - 02/28/ | 921.000 | 705.000 | 2,393.83 |
| | | | 200495073181 | | ELECTRIC- CITY 02/01/2025 - 02/28/ | 921.000 | 705.000 | 969.61 |
| | | | 200495073181 | | ELECTRIC- CITY 02/01/2025 - 02/28/ | 921.000 | 705.000 | 769.54 |
| | | | | | CHECK TRI 86825 TOTAL FOR FU | | | 4,181.69 |
| 05/15/2025 | TRI | 86841 | VC3-202556 | VC3 INC | MONTHLY SERVICE CONTRACT | 818.000 | 705.000 | 223.20 |
| 05/22/2025 | TRI | 86859 | 101836 | FINELINE LANDSCAPE CONSTRUCT | DDA MULCH, FLOWER INSTALLATION ETC | 931.000 | 705.000 | 36,785.00 |
| 05/22/2025 | TRI | 86861 | 8107219386 | FRONTIER | CITY HALL | 853.000 | 705.000 | 56.31 |
| 05/22/2025 | TRI | 86868 | 924008 | TANIS BUILDER | DDA PAVILLION PRICE CHANGE, MATERIALS | 975.000 | 705.000 | 31,720.00 |
| | | | 924011 | | DDA CONCRETE FOR PAVILLION | 975.000 | 705.000 | 19,191.00 |
| | | | | | CHECK TRI 86868 TOTAL FOR FU | | | 50,911.00 |
| 05/29/2025 | TRI | 86885 | 5/27/2025 | DAVID LAGNESS | DDA CONCERT JUNE 24 | 973.006 | 705.000 | 300.00 |
| 05/29/2025 | TRI | 86889 | 910000610766 | DTE ENERGY | ELECTRIC- DDA STREET | 921.000 | 265.000 | 96.51 |
| 05/29/2025 | TRI | 86893 | 910000600700 | DTE ENERGY | ELECTRIC- DDA SIGN | 921.000 | 705.000 | 19.68 |
| 05/29/2025 | TRI | 86894 | 910000600601 | DTE ENERGY | ELECTRIC- DDA SPRINKLER | 921.000 | 705.000 | 29.95 |
| 05/29/2025 | TRI | 86901 | 102428 | FINELINE LANDSCAPE CONSTRUCT | 2025 MOWING CONTRACT PAYMENT #2 | 956.000 | 705.000 | 830.40 |

CHECK DISBURSEMENT REPORT FOR CITY OF IMLAY CITY
 CHECK DATE FROM 05/01/2025 - 05/31/2025

| Check Date | Bank | Check # | Invoice | Payee | Description | Account | Dept | Amount |
|--|------|---------|------------|--|------------------------------------|---------|---------|------------|
| Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | | |
| 05/29/2025 | TRI | 86907 | 5/27/2025 | HAGEL, DARRIN | DDA JULY 8TH CONCERT | 973.006 | 705.000 | 750.00 |
| 05/29/2025 | TRI | 86910 | 5/27/2025 | JAZZ ON WHEELS | DDA SUMMER CONCERT JUNE 17 | 973.006 | 705.000 | 1,000.00 |
| 05/29/2025 | TRI | 86911 | 11172 | JEM ELECTRIC SERVICE | DDA FARMERS MARKET PAVILION AND FI | 931.000 | 705.000 | 1,880.00 |
| | | | 11172 | | DDA FARMERS MARKET PAVILION AND FI | 975.000 | 705.000 | 3,657.00 |
| | | | | CHECK TRI 86911 TOTAL FOR FU | | | | 5,537.00 |
| 05/29/2025 | TRI | 86914 | 5/27/2025 | MELODIE MITCHELL | DDA SUMMER CONCERT 07/01/2025 | 973.006 | 705.000 | 700.00 |
| 05/29/2025 | TRI | 86921 | 5071436088 | RICOH USA, INC. | COPIER -MAY | 818.000 | 705.000 | 109.68 |
| 05/29/2025 | TRI | 86924 | 05/27/2025 | SALVADOR TORRES | DDA SUMMER CONCERT JULY 15 2025 | 973.006 | 705.000 | 800.00 |
| 05/29/2025 | TRI | 86933 | 00082843 | VALLEY CITY SIGN | DDA REMOVE EXISTING SIGN | 818.000 | 705.000 | 1,295.00 |
| | | | | Total for fund 248 DOWNTOWN DEVELOPMENT AUTHOR | | | | 122,160.76 |



CITY OF IMLAY CITY
 CHRISTINE MALZAHN
 Account number ending in 9672
 Transactions for billing cycle ending 05/23/25



TRANSACTION DETAIL

Transactions

| Trans Date | Post Date | Reference Number | Transaction Description | Credits (CR) and Debits |
|------------|-----------|--|--|-------------------------|
| 04-27 | 04-28 | 248 705 000 740 000 57540245117718736756631 | -operating ADOBE INC. 4085366000 CA | \$254.27 ✓ |
| 04-28 | 04-29 | 55432865118201049196885 248 705 000 740 000 | SQ *IMLAY CITY DOWNTOW Imlay City MI | \$1.00 ✓ |
| 05-06 | 05-06 | 55432865126200802537327 248 705 000 727 000 | AMAZON MKTPL *NI66T68C2 Amzn.com/bill WA Office Supplies | \$34.18 ✓ |
| 05-08 | 05-09 | 55432865128201640593322 | AMAZON MKTPLCE PMTS Amzn.com/bill WA | \$34.18 CR |
| 05-09 | 05-09 | 85411175129023000190431 | PAYMENT - THANK YOU | \$1,545.88 CR |
| 05-09 | 05-09 | 85411175129023000196768 | PAYMENT - THANK YOU | \$7.97 CR |
| 05-15 | 05-16 | 05436845125300238616568 248 705 000 740 000 | KROGER #405 IMLAY CITY MI operating | \$68.93 ✓ |
| 05-19 | 05-20 | 02305375140000587589479 248 705 000 930 000 | TRACTOR-SUPPLY-CO #063 MISC Repairs | \$21.15 ✓ |
| 05-20 | 05-21 | 82301025140900015917753 248 705 000 727 000 | SIGNS365.COM SHELBY DOWNSH MI Office Supplies | \$57.50 ✓ |
| 05-21 | 05-22 | 75418235141239791638435 248 705 000 815 000 | IPY *MIEMA EAST LANSING MI Dues + Memberships | \$103.76 ✓ |
| 05-22 | 05-23 | 05436845143000398846559 248 705 000 727 000 | DOLLAR TREE BRUCE TWP MI Office Supplies | \$14.58 |

Fees Charged

Total Fees for this period

\$0.00

Interest Charged

| | |
|---------------------------------------|---------------|
| Interest Charge on Purchases | \$0.00 |
| Interest Charge on Cash Advances | \$0.00 |
| Interest Charge on Balance Transfers | \$0.00 |
| Total Interest for this Period | \$0.00 |

Charge Summary Your Annual Percentage Rate (APR) is the annual interest rate on your account (v) Variable rate (f) Fixed rate

| | Annual Percentage Rate (APR) | Special Offer or Eligible Purchases APR Expiration Date | Balance Subject to Interest Rate | Days Rate Used | Interest Charge |
|--------------|------------------------------|---|----------------------------------|----------------|-----------------|
| Purchases | 17.24% (v) | NA | \$1,044.01 | 29 | \$0.00 |
| Cash Advance | 29.49% (v) | NA | \$0.00 | 29 | \$0.00 |

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

| GL Number | Description | Balance |
|---|-------------------------|--------------------|
| *** Assets *** | | |
| 248-000.000-001.200 | CASH - CHECKING ACCOUNT | 256,746.48 |
| 248-000.000-001.201 | CASH - CHECKING HRA | 215.98 |
| 248-000.000-001.210 | CASH - CHECKING DDA | 20,567.32 |
| 248-000.000-040.000 | ACCOUNTS RECEIVABLE | 63.92 |
| 248-000.000-101.000 | PREPAID - ASSET | 2,114.34 |
| Total Assets | | 279,708.04 |
| *** Liabilities *** | | |
| 248-000.000-200.100 | WAGES PAYABLE | 512.19 |
| 248-000.000-202.000 | ACCOUNTS PAYABLE | 22,315.91 |
| Total Liabilities | | 22,828.10 |
| *** Fund Balance *** | | |
| 248-000.000-390.000 | FUND BALANCE | 277,708.32 |
| Total Fund Balance | | 277,708.32 |
| Beginning Fund Balance | | 277,708.32 |
| Net of Revenues VS Expenditures | | (20,828.38) |
| Ending Fund Balance | | 256,879.94 |
| Total Liabilities And Fund Balance | | 279,708.04 |

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AGENDA ITEM UB 9a. Lapeer Public Safety Millage

DATE: June 9, 2025

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: This agenda item was postponed from the May meeting.

Items Attached: Memo from IC Police Chief Selby regarding use of funds

Action Needed: Pass the motion(s) as recommended or amended per board discussion.



Imlay City Police Department
395 East Third St.
Imlay City, MI 48444
(810) 724-2345

MEMO

To: Christine Malzahn, Director, Imlay City Downtown Development Authority

From: Chief of Police, Brett D. Selby

Subject: Lapeer County Capture Funds

The Imlay City Police Department, the residents and the DDA would benefit greatly from utilizing the "captured funds" from Lapeer County and re-distributing them to public safety initiatives for several reasons. First, funding immediate mental health initiatives such as Crisis Intervention response training for our officers who have direct deployment. In addition to this, fostering a police chaplain program for community engagement and foot patrols in the downtown district which has been receiving a revitalization in recent months.

In 2024, the police department responded to or self-initiated over 4,000 calls for service, 99% of those calls were handled by the Imlay City Police Department and not by the Lapeer County Sheriffs Office or Michigan State Police. In the DDA district, 100% of the calls for police service were handled by the Imlay City Police Department.

Capture funds will be used to enhance public safety efforts, rather than simply replacing existing funding. This means the funds can be used to address public safety needs in innovative and creative ways that directly benefit the citizens, visitors and DDA area. Benefits such as strengthening existing programs or developing new ones. For example, Imlay City notes that the funds will allow local departments to upgrade equipment, enhance officer training, and expand community-focused policing.

The DDA for Imlay City has recently absorbed the management plan opposite of the ordinance enforcement on the law enforcement side for the Imlay City Social District. Part of the Social District management plan would require extra foot and vehicular patrols in the DDA district to properly manage this new program.

A handwritten signature in dark ink, appearing to read "Brett D. Selby". The signature is fluid and cursive, written in a professional style.

Brett D. Selby
Chief of Police
Imlay City Police Department

Vendor: 7480

IMLAY CITY DDA

| Invoice # | Invoice Date | Description/Detail | Amount |
|-----------|--------------|---------------------|-----------|
| 4/24/2025 | 04/22/25 | 2024 TAX CATURE-LAW | 28,241.81 |

Check Date: 04/24/2025

Check Amt Total: 28241.81

CITY OF IMLAY CITY • IMLAY CITY, MICHIGAN 48444

THIS CHECK INCLUDES VARIOUS SECURITY FEATURES INCLUDING COLORED BACKGROUND AND MICROPRINTING



CITY OF IMLAY CITY
150 NORTH MAIN STREET
IMLAY CITY, MI 48444

TRI COUNTY BANK
Imlay City, MI 48444
74-497 / 724

086696

Check Date: 04/24/2025

VOID AFTER
60 DAYS

| |
|-------------|
| AMOUNT |
| \$28,241.81 |

Twenty-Eight Thousand Two Hundred Forty-One and 81/100 Dollars**

PAY

TO THE ORDER OF
IMLAY CITY DDA
150 N. MAIN STREET
IMLAY CITY MI 48444

Brian C. York

Rawn E. Sawicki-Francis
MAYOR

WARNING: DO NOT CASH UNLESS "ORIGINAL DOCUMENT" APPEARS ON BACK OF CHECK

⑈086696⑈ ⑆072404977⑆ 4⑈6653⑈6⑈

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AGENDA ITEM UB 9b. Community Center Update (former DPW Garage)

DATE: June 9, 2025

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: The DPW project subcommittee met with City department heads and the contractor to discuss the project moving forward utilizing previously committed funds.

Items Attached: Project Bid Sheet

Action Needed: No Board Action Needed

City of Imlay City
Bid Sheet for Building Renovation for Farmers Market/Community Center

Bid sheet must be completed and submitted with sealed bid. Shop drawings and/or product submittals must be included for review. All renovations, and alterations shall conform with all Local Ordinances and Local and State Codes, including all American Disabilities Act (ADA) requirements that apply. The bid must include a copy of a Certificate of Liability and Workers Compensation Insurance. The selected contractor/sub-contractors shall be responsible for obtaining all permits. Each improvement section requires a lump sum price that includes materials, labor, and cleanup. The City may exclude an improvement section due to budget, funding, or project timeline. Single or multiple Improvement Section bids, including alternative bids of materials and types of improvements will be accepted and considered.

| Improvement Section | Lump Sum \$ | |
|--|-----------------------------|-------------------------------------|
| Roof and Gutters/Downspouts – Remove all existing roof material. Install 1/2" OSB and a new steel roof, including installing a framed 12" overhang with fascia and soffit. Remove existing gutters/downspouts and replace with commercial grade 6" seamless gutters. Roof and gutter colors TBD. | 30,640 - 2,740 - | GUTTERS |
| Exterior Siding, Doors, and Windows – Remove existing steel siding and replace with new steel siding. Install steel siding over existing east side, south overhead door opening, 1 - west side window opening, and 2 - north side window openings. Remove 2 - 12' overhead doors and replace with new 12' insulated doors w/ windows, including new overhead door openers. Remove 2- existing 36" entrance doors and replace with commercial grade ADA compliant doors. Remove 2 - 3' x 2' windows and replace with double pane sliding windows. Color of siding and doors TBD. | w/Wainscoting 31,500 | See Bid. Sheet on Entry Doors & OHD |
| Overhead Door Additions – 7' full view glass overhead doors to be installed on north side of building. Provide cost per door with installation and framing to support new doors. Quantity to be installed TBD. | 6,208.57 | |
| Insulation – Install Spray Foam Insulation on the interior of all newly installed exterior surfaces, including siding and roofing. Must submit product specification with bid. | 32,000 | See Bid Sheet |
| Restrooms/Utility Room – Remove existing wall paneling, or demo and reframe, and refinish, as necessary, three existing interior rooms to | OVER | |

| | | |
|---|-----------|---------------|
| provide 2 - barrier free restrooms in the west room and middle room. | 8,950 | See Bid Sheet |
| The east room shall be a utility room containing a new tankless hot water heater and utility sink. Repair or replace existing plumbing, as necessary. Remove all existing plumbing that will not be utilized. New plumbing and waste lines to be installed to the east room for restroom addition. Install standard commercial grade finishes and fixtures for restrooms and utility room. | 23,600 | see Bid Sheet |
| Lighting and Electrical - Remove 20 existing light fixtures and replace with 8' LED fixtures. Remove existing circuit breaker panel and upgrade to meet code requirements, and to accommodate building's needs. Reuse existing electrical wire, where possible, if wire meets current codes. Remove all unnecessary existing electrical wire. Install exterior building lighting at entrance and overhead doors. | 27,745.47 | see Bid Sheet |
| Heating - Install 2 gas overhead heaters in location of previously removed overhead heaters, or provide an alternate overhead radiant gas tube heater(s) option. | 8,750- | see Bid Sheet |
| Flooring - Install commercial grade epoxy on entire existing concrete floor. Must submit product specification with bid. | 22,500 | see Bid Sheet |
| Interior Walls - Install 1/2" OSB or an approved alternative for interior walls from floor to the ceiling. | 12,000 | |

Perlin wall Steel To Ceiling
 Dumpster & etc. 1500 ⁰⁰/₁₂

Date: 4-6-25

Contractor Name: TANI'S BUILDERS

Address: 260 E Barland Rd
Imley City, MI 48444

Signature: Robert Tani

Title: Owner

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AGENDA ITEM UB 9c. Downtown Depot Community Pavilion Update

DATE: **June 9, 2025**

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: The Pavilion project is nearly complete. Director Malzahn still waiting for the LCCF grant agreement to be sent for the \$15,000 award. The final inspection was completed June 4th.

To date, the following project payments have been issued:

Tannis Builders \$31,720.00 (materials, labor, change order)

Tannis Builders \$19,191.00 (concrete and additional fill sand)

Jem Electric \$3,657.00 (electric)

Subtotal: \$54,568.00

Balance due: \$10,760 (gutters, labor)

Outstanding items still needed: seating, garbage receptables, security cameras.

Items Attached: Photo Sheet

Action Needed: No Board Action Needed





AGENDA ITEM NB 10a. Blight Ordinance Draft Discussion

DATE: June 9, 2025

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: Chief Selby has drafted a proposed blight ordinance targeted at property owners who have demonstrated long-term vacant building issues. This was a discussion item at our DDA Workshop meeting at which the Board expressed interest in participating in the process, since it will greatly affect the downtown district.

Items Attached: Blight Ordinance

Action Needed: No Board Action Needed



Proposed Blight ordinance: 06/05/2025

Chief Brett D. Selby

Imlay City Police Department

The current City of Imlay City ordinances do not clearly define blight for the downtown and are quite generic for the residential areas as well. 33.03 defines who is authorized to address blight and ordinance infractions and ordinance 95.08- Property Condition exceptions vaguely list(s) items that most people would constitute as blight without actually calling it blight.

The conclusion of this research proposes a new ordinance that clearly addresses blight anywhere in the city but also has a focus on the downtown business district.

IMLAY CITY MICHIGAN Current “Blight” ordinance references

§ 33.03 BLIGHT.

The City Building Inspector and Zoning Administrator are designated as the authorized city officials to issue municipal civil infraction citations (directing alleged violators to appear in court) or municipal civil infraction violation notices (directing alleged violators to appear at the Municipal Ordinance Violations Bureau) as provided by §§ [35.01](#) - 35.07 for violations of any provision of the Nuisance Ordinance as set forth in Chapter 95 of this code of ordinances.

(Ord. 7.4, passed 9-17-85; Am. Ord. 8.23, passed 3-21-95)

§ 95.08 PROPERTY CONDITION; EXCEPTIONS.

- (5) (a) The outside storage or accumulation of junk trash, rubbish, or refuse of any kind, age, or dilapidation, or any other condition or happening to any lot, building, or structure thus becoming a public hazard or nuisance or other blighted condition. The term **JUNK** shall include parts of machinery or motor vehicles, unused stoves, or other appliances stored in the open, containers, tin cans, metal remnants, castoff materials, discarded building materials, whether or not the same could be put to any reasonable use. The term **GARBAGE or REFUSE** shall include food waste matter and discarded food containers as well as other household refuse. The existence of any vacant building, including, but not limited to, garages or other

outbuildings unless such buildings are kept securely locked, window kept glazed or neatly boarded up, and otherwise protected to prevent entrance thereto by vandals shall be deemed a nuisance.

- (b) The existence of any incomplete structure unless such structure is in the course of construction in accordance with a valid and subsisting building permit issued by the city and unless such construction is completed within a reasonable time.

Blight: Defined by state law:

125.72 Definitions.

Sec. 2.

- (a) "Blighted area" means a portion of a municipality, developed or undeveloped, improved or unimproved, with business or residential uses, marked by a demonstrated pattern of deterioration in physical, economic, or social conditions, and characterized by such conditions as functional or economic obsolescence of buildings or the area as a whole, physical deterioration of structures, substandard building or facility conditions, improper or inefficient division or arrangement of lots and ownerships and streets and other open spaces, inappropriate mixed character and uses of the structures, deterioration in the condition of public facilities or services, or any other similar characteristics which endanger the health, safety, morals, or general welfare of the municipality, and which may include any buildings or improvements not in themselves obsolescent, and any real property, residential or nonresidential, whether improved or unimproved, the acquisition of which is considered necessary for rehabilitation of the area. It is expressly recognized that blight is observable at different stages of severity, and that moderate blight unremedied creates a strong probability that severe blight will follow. Therefore, the conditions that constitute blight are to be broadly construed to permit a municipality to make an early identification of problems and to take early remedial action to correct a demonstrated pattern of deterioration and to prevent worsening of blight conditions.

(b) "Blighted property" means property that meets any of the following criteria:

(i) The property has been declared a public nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.

(ii) The property is an attractive nuisance because of physical condition or use.

(iii) The property is a fire hazard or is otherwise dangerous to the safety of persons or property.

(iv) The property has had the utilities, plumbing, heating, or sewerage disconnected, destroyed, removed, or rendered ineffective for a period of 1 year or more so that the property is unfit for its intended use.

(v) The property is tax reverted property owned by a municipality, by a county, or by this state. The sale, lease, or transfer of tax reverted property by a municipality, a county, or this state shall not result in the loss to the property of eligibility for any project authorized under this act for the rehabilitation of a blighted area, platting authorized under this act, or tax relief or assistance, including financial assistance, authorized under this act or any other act.

(vi) The property is owned or is under the control of a land bank fast track authority under the land bank fast track act, 2003 PA 258, MCL 124.751 to 124.774. The sale, lease, or transfer of the property by a land bank fast track authority shall not result in the loss to the property of eligibility for any project authorized under this act for the rehabilitation of a blighted area, platting authorized under this act, or tax relief or assistance, including financial assistance, authorized under this act or any other act.

(vii) The property is improved real property that has remained vacant for 5 consecutive years and that is not maintained in accordance with applicable local housing or property maintenance codes or ordinances.

(viii) The property has code violations posing a severe and immediate health or safety threat and has not been substantially rehabilitated within 1 year after the receipt of notice to rehabilitate from the appropriate code enforcement agency or final determination of any appeal, whichever is later.

(c) "Municipality" means a county, city, village, or township in the state.

(d) "Development plan" means a plan for the rehabilitation of all or any part of a blighted area.

- (e) "Development area" means that portion of a blighted area to which a development plan is applicable.
- (f) "Real property" means land, buildings, improvements, land under water, waterfront property, and any and all easements, franchises, and hereditaments, corporeal or incorporeal, and every estate, interest, privilege, easement, franchise and right therein, or appurtenant thereto, legal, or equitable, including rights of way, terms for years, and liens, charges, or incumbrances by mortgage, judgment, or otherwise.
- (g) "Local taxes" means state, county, city, village, township and school taxes, any special district taxes, and any other tax on real property, but does not include special assessment for local benefit improvements.
- (h) "Public use" when used with reference to land reserved for public use means only such uses as are for the general use and benefit of the public as a whole, such as schools, libraries, public institutions, administration buildings, parks, boulevards, playgrounds, streets, alleys, or easements for sewers, public lighting, water, gas, or other similar utilities.
- (i) "Project" means all of the undertakings authorized in this act for the rehabilitation of a blighted area.



Proposed Blight Ordinance Amendment: City of Imlay City

Blight: Ord. # _____

Purpose.

It is the purpose of this section is to prevent, reduce or eliminate blight in the City of Imlay City by the prevention or elimination of contributing factors and causes of blight which exist or which may in the future exist in the City of Imlay City.

Definitions.

The following words or terms, when used herein, shall be deemed to have the meanings set forth below:

BLIGHTED STRUCTURE

Any dwelling, garage, or outbuilding, or any factory, shop, store, office building, warehouse or any other structure or part of a structure which:

- A. Because of fire, wind, other natural disaster, or physical deterioration, is no longer habitable as a dwelling or useful for the purpose for which it was originally intended;
- B. Is partially completed and which is not presently being constructed under an existing, valid building permit issued by or under the authority of the City of Imlay;
- C. Is not structurally sound, weathertight, waterproof or vermin proof; or
- D. Is not covered by a water-resistant paint or other waterproof covering so as to protect said structure from the adverse effects of the elements or from physical deterioration.
- E. Has inadequate, missing or chipping mortar, missing or damaged ornamental fascia
- D. Because of lack of movement of the interior contents (building, construction items, products, goods, or wares) due to:
 - 1. Lack of regular daily business hours during a normal business week.
 - 2. Lack of effort to open the doors of a business within the business district within 10 months of purchasing, leasing, renting a building with the intent to operate said business within the business district for the buying and selling of goods or services.

3. due to the lack of movement of goods and the contents of the interior of a business as a result of a lack of regular business hours, the contents of said business property are now considered "Storage".

BUILDING MATERIAL:

Any lumber, bricks, concrete, cinder blocks, plumbing materials, electrical wiring or equipment, heating ducts or equipment, shingles, mortar, cement, nails, screws, or other material commonly used in the construction or repair of any buildings or structures stored inside or outside the building idyl for over for a consecutive 6-month period.

ENFORCEMENT OFFICER

The Imlay City Building Inspector, any Imlay City police officer, Ordinance officer or any other person designated by the Imlay City Commission to enforce the provisions of this chapter.

JUNK

Any abandoned, discarded, unusable, or unused objects or equipment including, but not limited to, furniture, stoves, refrigerators, freezers, cans, implements, parts of motor vehicles, tires, machinery, cloth, rubber, bottles, any metals, boxes, cartons, or crates.

PERSON

Any natural person, firm, association, partnership, or corporation or their lessor.

VACANT BUILDINGS

Any building which is unoccupied and which is not securely locked, with the windows glazed or neatly boarded up (if necessary) and protected against the elements and from vandals and rodents and other animals.

Prohibited conduct.

Except as may otherwise be permitted by the holding of a specific business license or by other City of Imlay ordinance, no person in the City of Imlay shall:

- A. Store, accumulate, or permit the storage or accumulation of junk on premises owned, leased, rented, or occupied by him/her.
- B. Store, accumulate, or permit the storage or accumulation of any building materials on property owned, leased, rented, or occupied by him for any period longer than reasonably necessary for the immediate use of such materials, but in no event longer than 60 days.
- C. Maintain or permit the maintenance or existence of any vacant building on property owned, leased, rented, or occupied by him.

D. Maintain or permit the maintenance or existence of any blighted structure on property owned, leased, rented, or occupied by him.

E. Store or permit the storage of firewood on property owned, leased, rented, or occupied by him except in a neat, orderly stack to a height no greater than five feet. The storage of firewood shall be restricted to the rear yard or an interior side yard of the premises at least 24 inches away from a fence of a neighboring property.

Enforcement.

A. Before commencing prosecution under this chapter, for the first violation, the enforcement officer shall notify the violator(s) of the existence of a violation. Such notice shall be in writing and served upon the violator(s), either personally or by first-class mail sent to the last known address of the violator(s) or to the common address of the property upon which the violation exists. The violator(s) shall be given five days from the date of personal service or seven days from the date of mailing the notice in which to remedy the violation.

B. Prosecution may be commenced against a violator(s), without prior notice, in any instance where a violation notice had previously been sent, within the previous 12 months, relating to the same address.

C. Each day that a violation under this chapter continues to exist shall be considered a separate violation subject to the penalties hereinafter set forth.

Violations and penalties.

Except as otherwise provided in other sections or articles of this chapter, a violation of any section, article or provision shall be considered a municipal civil infraction and subject to the provisions of Chapter_____, Civil Infractions, of the Code of the City of Imlay.

Appeal.

Where the enforcement of any part of this chapter constitutes a hardship, and upon appeal by the proprietor, the City Commission may waive any such part of this chapter as it deems necessary.

Severability.

The sections and provisions of this chapter are declared to be severable and any portion which is declared inoperative or invalid for any reasons by a court of competent jurisdiction shall in no way affect the remaining sections or provisions of this chapter.



AGENDA ITEM NB 10b. Pocket Park Project – Third Street

DATE: June 9, 2025

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: Director Malzahn was asked to get pricing options for a pocket park renovation project for the area between Benny & the Jets and Meesch's Ice Cream.

Items Attached: FineLine Estimate

Action Needed: Pass the motion(s) as recommended or amended per board discussion.

Recommendation: Motion to put the pocket park project on pause until grant funding can be secured.



LANDSCAPING PROJECT QUOTE 2025 **DATE 5/30/2025**

| CUSTOMER | SERVICE ADDRESS | NOTES |
|--|------------------------|---------------------------------------|
| City of Imlay City Downtown Development Authority 150 N. Main St. Imlay City, MI 48444 | | Pocket park on 3 rd street |

DEMO

- Demo existing concrete, pavers, and trees.

TOTAL \$2,500

CONCRETE

- Installation of new concrete
- 2100 sq.ft. area

TOTAL \$29,400

HYDRANGEA TREE

- Installation of 2 Hydrangea Trees @ \$550/ea.

TOTAL \$1,100

CLEVELAND SELECT PEAR TREE

- Installation of 1 Cleveland Select Pear Tree @ \$550/ea.

TOTAL \$1,200



GARDEN WALL

- Installation of garden wall for tree and side gardens

TOTAL \$2,500

MULCH

- Installation of 3 yards of mulch @ \$85/yd

TOTAL \$255

BOXWOODS

- Installation of 40 Boxwoods @ \$95/ea.

TOTAL \$3,800

Project Total: \$40,755

Per Fidel: If project is accepted to be done this year, Fineline Landscape will donate \$4,000 towards this project.

SIGN

Customer agrees to place a 25% () down payment for materials at the time of acceptance of this contract and prior to services being rendered. Balance due upon completion.

** Remaining balance will be billed upon completion

** Final project price will depend on final plant/tree count, approximated and TBD items. Prices are subject to change based on current markets at the time of when project is completed. Plants except annual flats of flowers comes with a 1-year warranty, as long as there has been proper irrigation.

Additional Terms and Conditions:

Contractor shall not be held responsible for any damage which results from events beyond Contractor's control including but in not limited to weather, acts of God, and/or accidents.

The owner(s) shall be responsible for carrying all necessary insurance's, including, but not limited to, fire, tornado, and flood where necessary.

All amounts owed are due upon receipt. The contractor shall be entitled to recover any costs, including reasonable attorney fees incurred in the collection of amounts due. There are no oral agreements of any kind or nature between the parties. Furthermore, all additions, deletions, credits, or alterations following the acceptance of this contract must be in writing. All services stated above will continue on a yearly basis, unless otherwise noted, or until Fineline receives notification from the customer in writing to cancel.

SIGN

DATE





ECONOMY

All-American classic. For parks, walking paths and picnic areas. Made in the USA.

- Pressure-treated 2 x 6" pine boards resist termites, rot and decay.
- Rust-resistant hardware included.

Deluxe – No splintering or rough edges. Pre-sanded finish. Easily paint or stain.



DELUXE

ECONOMY

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|-------------|----------------|------------|------------|-------|
| | | | | 1 | 5+ |
| H-2999 | 6' A-Frame | 72 x 59 x 28" | 180 | \$219 each | |
| H-5163 | 8' A-Frame | 95 x 59 x 28" | 226 | \$369 | \$349 |

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

DELUXE

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|-------------|----------------|------------|------------|-------|
| | | | | 1 | 5+ |
| H-6102 | 6' A-Frame | 72 x 59 x 28" | 185 | \$379 | \$359 |
| H-6577 | 8' A-Frame | 95 x 59 x 28" | 246 | 449 | 429 |

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

STEEL FRAME PICNIC TABLES



Replacement planks available, see uline.com

WOOD

Heavy-duty beast! Tough enough for camps and shelters.

- Pressure-treated 2 x 10" pine boards resist termites, fungus and rot.
- 2 3/8" galvanized steel frame.
- Choose from pressure-treated or attractive redwood stained pine. Mounting hardware included.

RECYCLED PLASTIC

Lasts forever. For city parks and outdoor venues.

- UV-protected plastic planks never need sealing, painting or staining.
- 2 3/8" galvanized steel frame. Planks won't warp, crack or splinter.
- Withstands the harshest weather. Most graffiti cleans right off. Mounting hardware included.



MAINTENANCE FREE

WOOD

Pressure-Treated ■ Stained ■

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|---------------------|----------------|------------|------------|-------|
| | | | | 1 | 3+ |
| H-4405 | 6' Pressure-Treated | 72 x 60 x 29" | 240 | \$595 | \$575 |
| H-6578 | 6' Stained | | | 635 | 615 |

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

RECYCLED PLASTIC

SPECIFY COLOR: ■ Cedar ■ Brown

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|-------------|----------------|------------|------------|---------|
| | | | | 1 | 3+ |
| H-5870 | 6' Recycled | 72 x 60 x 29" | 230 | \$1,225 | \$1,175 |

DROP SHIPS FROM KS UNASSEMBLED VIA MOTOR FREIGHT

FOLDING PICNIC TABLES



CLASSIC

Stores easily when the snow flies. Three-season seating.

- Folds to 4" thickness for convenient storage and transport.
- Low-maintenance polyethylene with powder-coated steel frame.
- UV-protected. Weather, stain and rust resistant.



- Folds to 4" thickness for convenient storage and transport.
- UV-protected polyethylene. Withstands harsh weather, stains and rust.
- Extra-sturdy 3" thick powder-coated steel frame.



DELUXE



CLASSIC

SPECIFY COLOR: ■ Brown ■ Gray

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|-------------|----------------|------------|------------|-------|
| | | | | 1 | 3+ |
| H-9417 | 6' Folding | 72 x 57 x 29" | 83 | \$320 | \$305 |

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

DELUXE

SPECIFY COLOR: ■ Brown ■ Tan

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|-------------|----------------|------------|------------|-------|
| | | | | 1 | 3+ |
| H-5164 | 6' Folding | 72 x 57 x 29" | 100 | \$370 | \$350 |

SHIPS UNASSEMBLED VIA MOTOR FREIGHT



HEX



RECTANGLE



BENCH WITH BACK



BENCH WITHOUT BACK



A-FRAME

PRICE EACH
5+
\$359
429
MOTOR FREIGHT

Virtually maintenance free! Recommended for warehouse patios, campgrounds, schools and parks.

- 100% recycled UV-protected plastic won't rot, splinter or crack. Withstands harsh weather.
- Natural-looking wood material never needs sanding, sealing, painting or staining.
- Durable 2" thick planks pre-drilled for easy assembly.
- Mounting hardware, see uline.com



Benches – Comfortable and durable. Use same mounting hardware as rectangle tables.

Receptacles – Include molded plastic lid with 11" opening.

PICNIC TABLES

SPECIFY COLOR: Cedar Gray Brown Green

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|--------------|----------------|------------|------------|---------|
| | | | | 1 | 3+ |
| H-2560 | 46" Hex | 72 x 72 x 30" | 250 | \$1,295 | \$1,245 |
| H-2561 | 6' Rectangle | 72 x 61 x 30" | 310 | 1,225 | 1,175 |
| H-2562 | 8' Rectangle | 96 x 61 x 30" | 350 | 1,345 | 1,295 |
| H-2563 | 6' A-Frame | 72 x 61 x 30" | 260 | 1,275 | 1,225 |
| H-2564 | 8' A-Frame | 96 x 61 x 30" | 350 | 1,420 | 1,370 |

DROP SHIPS FROM KS UNASSEMBLED VIA MOTOR FREIGHT

BENCHES

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|-----------------|----------------|------------|------------|-------|
| | | | | 1 | 3+ |
| H-7941 | 4' with Back | 48 x 25 x 34" | 110 | \$575 | \$550 |
| H-2887 | 6' without Back | 72 x 23 x 18" | 115 | 470 | 450 |
| H-2888 | 6' with Back | 72 x 25 x 34" | 160 | 750 | 715 |
| H-7942 | 8' with Back | 96 x 25 x 34" | 215 | 935 | 900 |

DROP SHIPS FROM KS UNASSEMBLED VIA MOTOR FREIGHT

RECEPTACLES

| MODEL NO. | DESCRIPTION | SIZE DIAMETER x H | WT. (LBS.) | PRICE EACH | |
|-----------|-------------|-------------------|------------|------------|-------|
| | | | | 1 | 3+ |
| H-2889 | 32 Gallon | 30 x 33" | 79 | \$595 | \$580 |

SHIPS UNASSEMBLED VIA MOTOR FREIGHT

MANY STYLES TO CHOOSE FROM:



A-Frame: Classic picnic table style.



Hex: Best-selling table.



LAGUNA BENCHES

Maximum comfort for bistros, boardwalks and beaches with contoured seat and backrest.

- 100% recycled UV-protected plastic with concealed hardware.
- Withstands daily exposure to sun and salt water. Won't rot, splinter or crack.
- Center legs prevent sagging.

SPECIFY COLOR: Cedar Gray Brown Green*

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|-------------|----------------|------------|------------|-------|
| | | | | 1 | 3+ |
| H-6570* | 6' Laguna | 72 x 29 x 33" | 139 | \$660 | \$615 |
| H-8675 | 8' Laguna | 96 x 29 x 33" | 165 | 770 | 725 |

DROP SHIPS FROM KS UNASSEMBLED VIA MOTOR FREIGHT



Comfy Contoured Seat

ULINE Shipping Supply Specialists

PHONE 1-800-295-5510 419

PRICE EACH
5+
\$359
429
MOTOR FREIGHT

FREE

or splinter.

cleans

ar Brown

PRICE EACH

3+

25 \$1,175

MOTOR FREIGHT

e.

rown Tan

PRICE EACH

3+

0 \$350

MOTOR FREIGHT

0-295-5510



ROUND



SQUARE



BENCH WITH BACK



6' RECTANGLE



BENCH WITHOUT BACK



8' RECTANGLE



INGROUND MOUNT

Uline loves these! Attractive, rugged and built to last. Give your corporate office patio an upscale look.

- Thermoplastic coating withstands heat, cold and all weather elements. Rust free.
- High gloss, smooth surface allows for easy spray paint and graffiti removal.
- 9-gauge expanded metal with 2" black steel frame.
- Rounded corners for added safety.
- ADA models, see page 416.

Inground Mount Furniture – Permanently anchor in ground. Secure with concrete. See pages 416, 422.

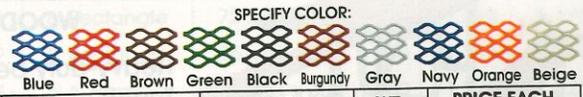


BROWN



BURGUNDY

AVAILABLE IN 10 HOT COLORS!



TABLES

| MODEL NO. | DESCRIPTION | SIZE L x W x H | WT. (LBS.) | PRICE EACH | |
|-----------|---------------|----------------|------------|------------|---------|
| | | | | 1 | 3+ |
| H-2126 | 46" Square | 80 x 80 x 31" | 185 | \$1,070 | \$1,045 |
| H-2127 | 46" Round | 81 x 81 x 31" | 175 | 1,075 | 1,050 |
| H-2128 | 6' Rectangle | 72 x 61 x 31" | 145 | 1,050 | 1,025 |
| H-2129 | 8' Rectangle | 96 x 61 x 31" | 170 | 1,095 | 1,070 |
| H-2672 | 46" ADA Round | 81 x 81 x 31" | 160 | 1,075 | 1,050 |

DROP SHIPS FROM NC UNASSEMBLED VIA MOTOR FREIGHT

BENCHES

| | | | | | |
|--------|-----------------------|---------------|-----|-------|-------|
| H-3500 | 4' Bench with Back | 48 x 12 x 31" | 76 | \$535 | \$515 |
| H-3501 | 4' Bench without Back | 48 x 12 x 18" | 41 | 405 | 390 |
| H-2294 | 6' Bench with Back | 72 x 12 x 31" | 98 | 645 | 620 |
| H-2295 | 6' Bench without Back | 72 x 12 x 18" | 52 | 460 | 445 |
| H-3502 | 8' Bench with Back | 96 x 12 x 31" | 120 | 740 | 720 |
| H-3503 | 8' Bench without Back | 96 x 12 x 18" | 63 | 515 | 495 |

DROP SHIPS FROM NC UNASSEMBLED VIA MOTOR FREIGHT



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AGENDA ITEM NB 10c. Placer AI Subscription

DATE: June 9, 2025

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: Director Malzahn and DDA Promotions Assistant Steffens participated in an online demonstration of the Placer AI platform. Placer AI utilizes data points received from cell phone positioning to provide valuable insight and reports into geographic regions to boost and promote economic development.

Items Attached: Placer AI Slides
Belle Valley Sample Report

Action Needed: Pass the motion(s) as recommended or amended per board discussion.

Recommendation: Motion to approve a one-year subscription in partnership with the Lapeer Development Corporation in the amount of \$5,000.



How Placer.ai Works

Placer is powered by high-quality mobile location data and best-in-class proprietary technology.

01 Observe Foot Traffic Data

Privacy-safe¹ foot traffic data from tens of millions of mobile devices to develop a detailed and comprehensive overview of US commercial activity.



02 Analyze Every Location

Using machine learning, Placer accurately predicts foot traffic data throughout the U.S., from specific POIs to chains, markets, and regions.



03 Enhance with 360° Data

Visitation data is enhanced with Placer Marketplace 3rd party datasets that further describe businesses, consumers, and markets.



04 Generate Actionable Insights

Robust, statistically significant insights into how people and places interact are presented via an intuitive UI, data feeds, or the Placer API.



About Placer.ai

¹ Placer.ai requires all data partners to get consumer opt-in or opt-out consent in accordance with applicable law. All data partners are vetted in a rigorous

Confidential | 4

Placer.ai Solutions for Civic Leaders

Table of Contents



Retail Analysis and Recruitment

Leverage critical demographic information such as average HHI and household size



Event Analysis

Measure turnout, increase sponsors and vendors, and analyze economic impact



Travel & Tourism

Discover visitation to any destination, attraction, convention center. Understand origin market and visitor journey



Sales Tax Estimation

Correlate Visitation with Sales and reveal sales data for key sectors based on visitation history since 2017



Transportation / Parks & Open Space / Infrastructure

Reveal usage for any day and time and identify investment opportunities



Marketing & Reports

Prove the effectiveness of marketing efforts on financial return, driving increased sales tax revenue



Business Attraction & Workforce Analysis

Reveal workforce potential and discover changes to workforce trends



COVID Recovery | ARPA

Understand the impact of economic events like COVID and recovery since 2019



Support Local Business

Identify gaps in retail offerings. Provide insights about customer journey, dwell time, and marketing effectiveness.

insights/complexes/683efd2b456f7a7914749733/overview?competitor=%5B%5D&filter=%5B%7B%22date%3A%7B%22key%3A%22last_full_12_months%2C%22name%3A%22Last+full+12+months%2C%22chosenLabel%3A%22Last+ful...

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rch for Properties, Markets, Chains, and more

Chains Markets Industry Advanced Reports Map Studio Create POI Labs Academy Marketplace

Downtown Imlay City

481 East 3rd Street, Imlay City, MI 48444

Last full 12 months Over 10 Min Add Filter

Export

Downtown Imlay City is a custom POI and only available for your account. [Learn More](#)

Metrics

Property: Downtown Imlay City / East 3r...

- Downtown Imlay City**
481 East 3rd Street, Imlay City, MI 48444

| | | | |
|-----------------|--------|--------------|-------|
| Visits | 359.8K | Panel Visits | 25.5K |
| Visitors | 78.6K | Visits YoY | +6% |
| Visit Frequency | 4.58 | | |





Property Overview

Jun 1, 2024 - May 31, 2025

Property:

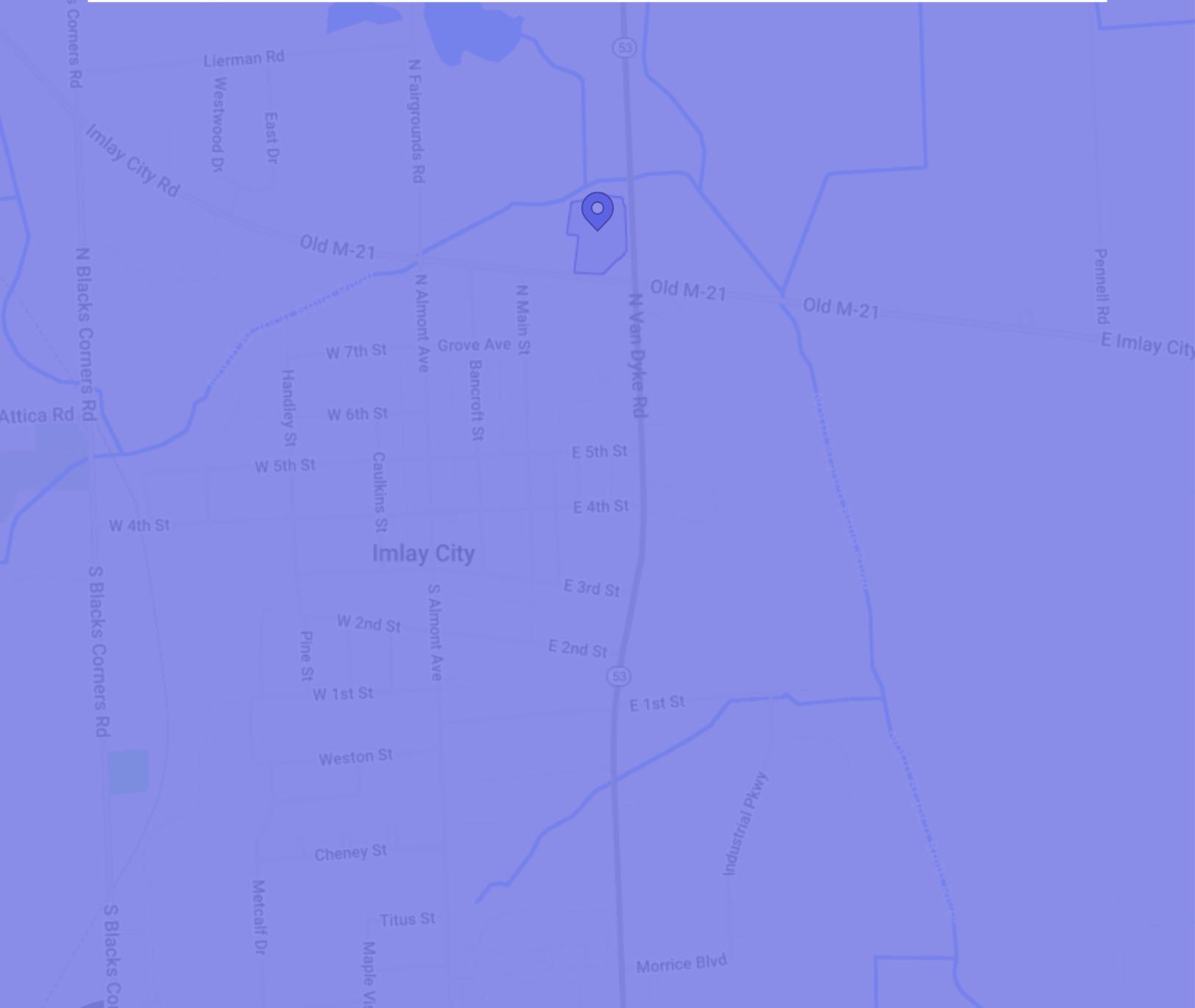


Belle Valley Plaza

567 N Cedar St, Imlay City, MI 48444



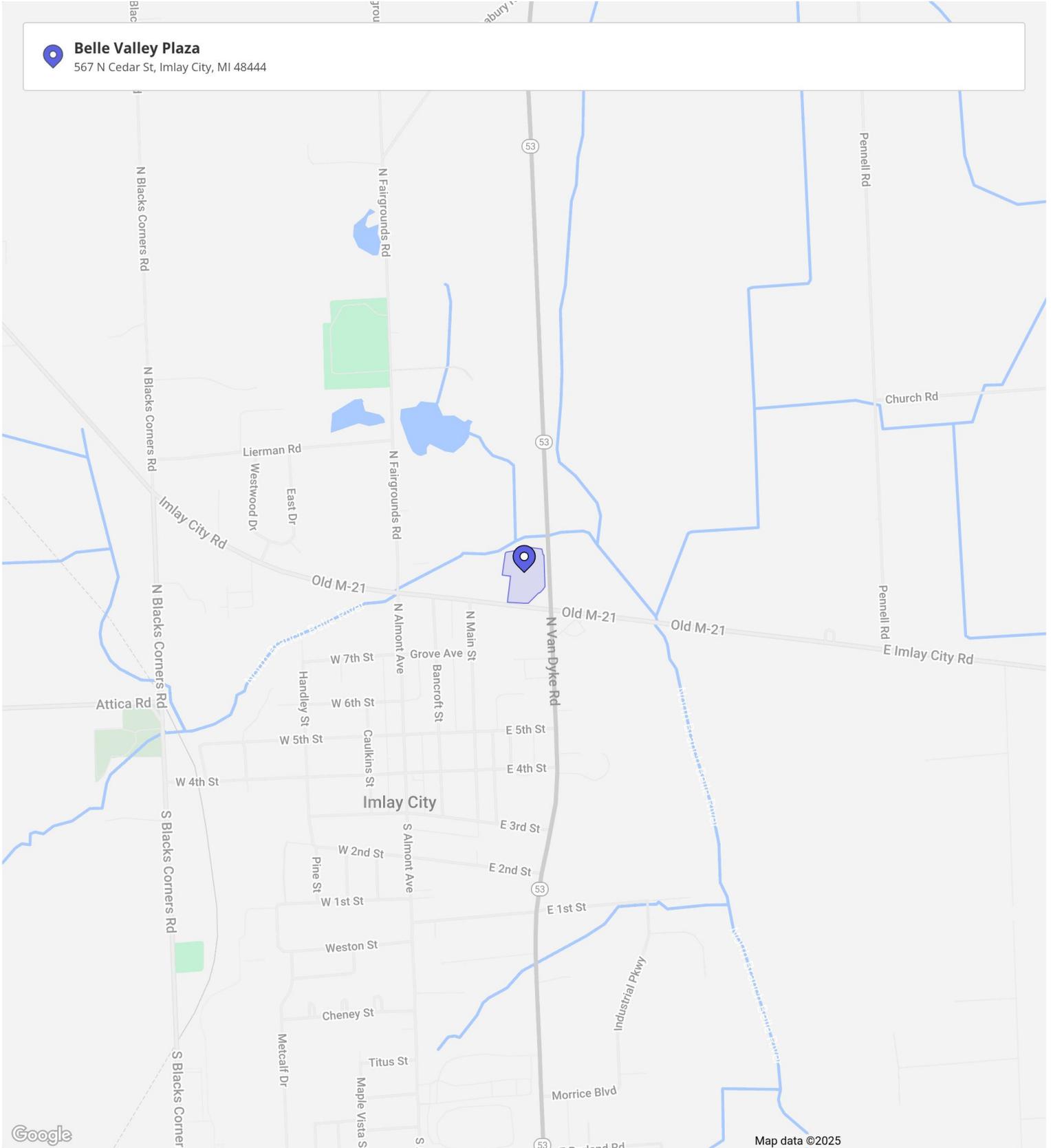
Scan to view on placer.ai platform





Property Overview

Jun 1, 2024 - May 31, 2025





Property Overview

Jun 1, 2024 - May 31, 2025

Metrics

Belle Valley Plaza
567 N Cedar St, Imlay City, MI 48444

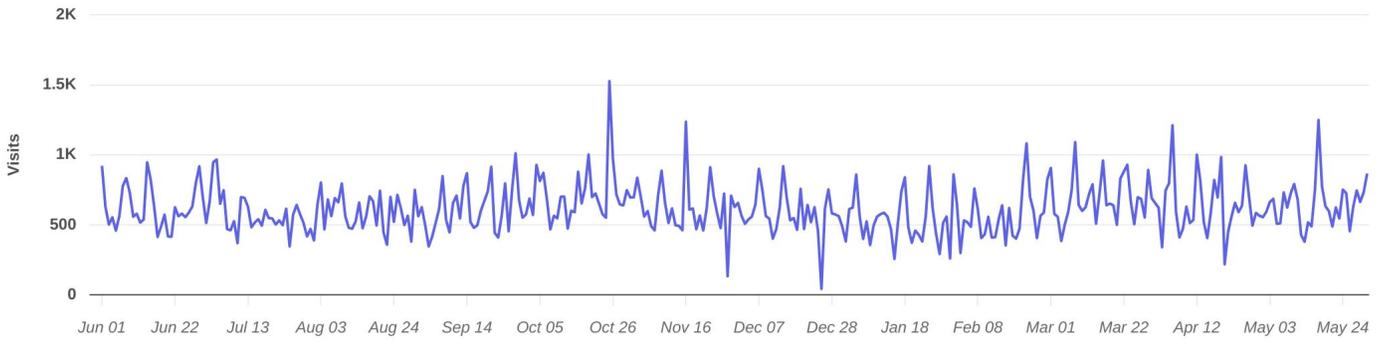
| | | | |
|-----------------|--------|--------------|-------|
| Visits | 224.8K | Panel Visits | 17.7K |
| Visitors | 61.4K | Visits YoY | -3.7% |
| Visit Frequency | 3.69 | | |

Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)



Visits Trend

Belle Valley Plaza
N Cedar St, Imlay City, MI



Daily | Visits | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)





Audience Overview

Summary

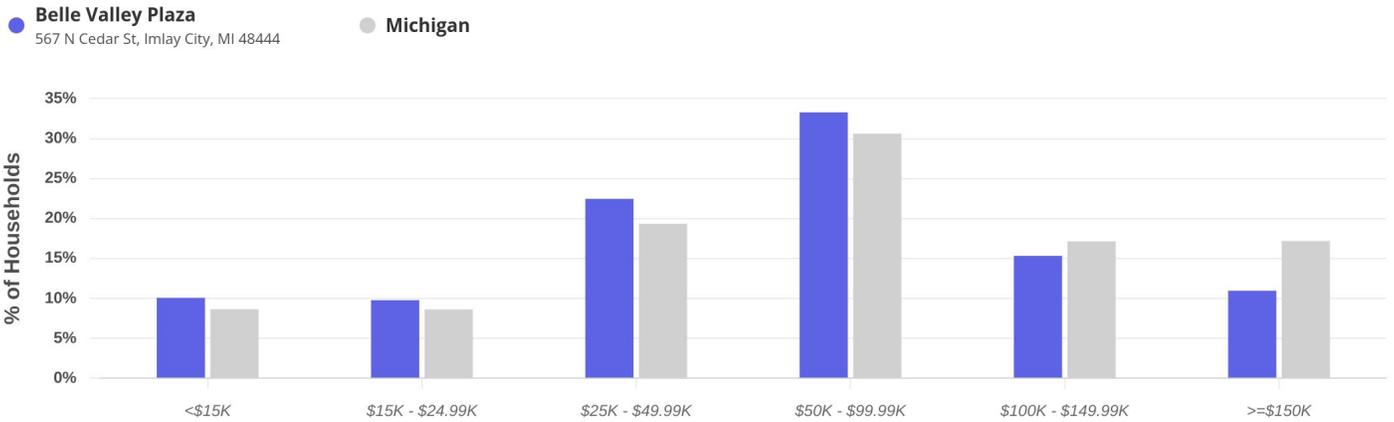
| Property | Median Household Income | Bachelor's Degree or Higher | Median Age | Most Common Ethnicity | Persons per Household |
|---|-------------------------|-----------------------------|------------|-----------------------|-----------------------|
| Belle Valley Plaza N Cedar St, Imlay City, MI | \$62.3K | 18.6% | 40.2 | White (78.6%) | 2.48 |
| Michigan | \$71.5K | 31.8% | 40.9 | White (72.9%) | 2.44 |

Jun 1st, 2024 - May 31st, 2025 | Data Source: STI: Popstats
Data provided by Placer Labs Inc. (www.placer.ai)





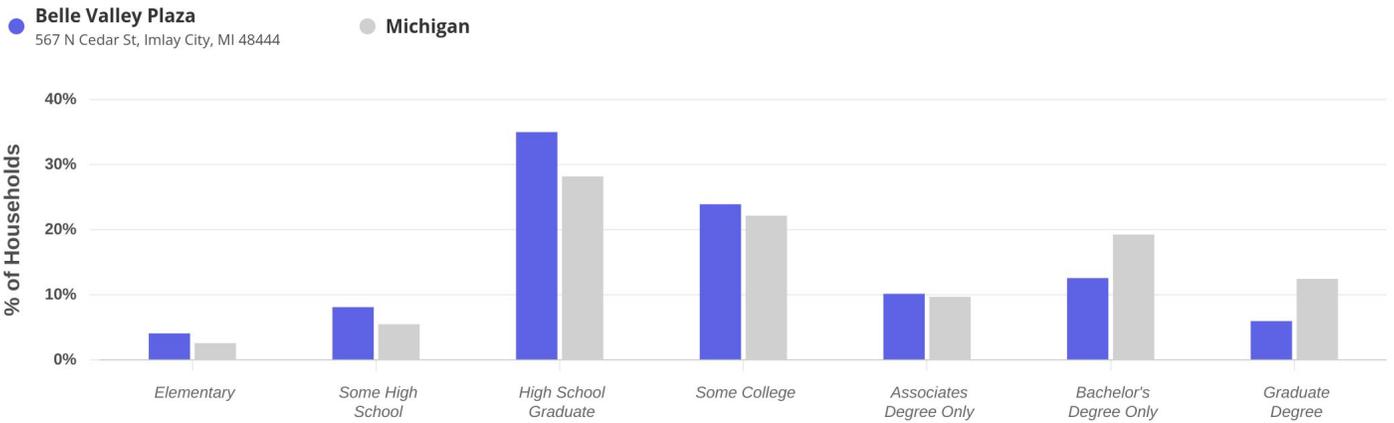
Household Income



Jun 1st, 2024 - May 31st, 2025 | Data Source: STI: Popstats
Data provided by Placer Labs Inc. (www.placer.ai)



Education

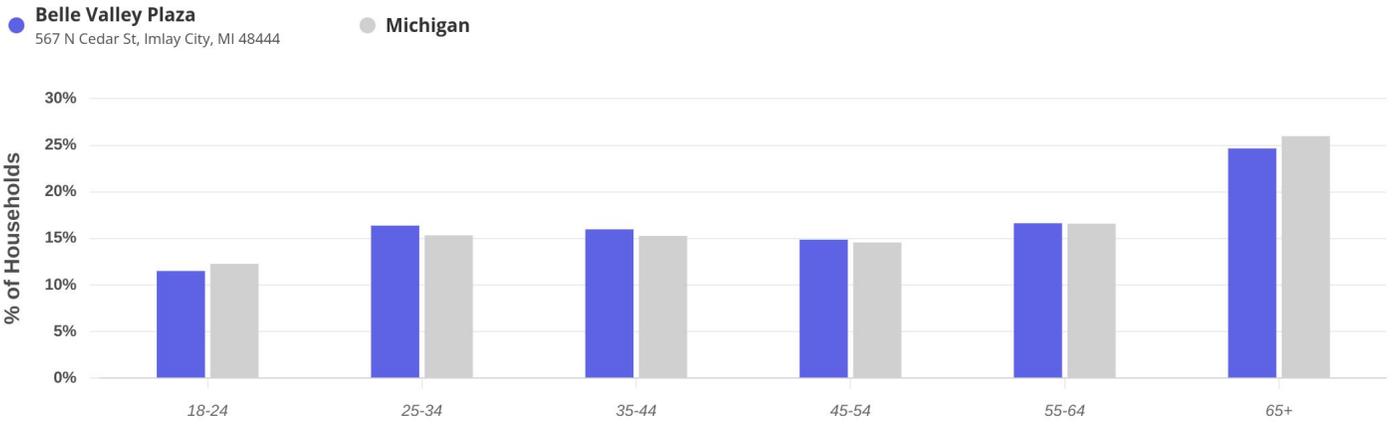


Jun 1st, 2024 - May 31st, 2025 | Data Source: STI: Popstats
Data provided by Placer Labs Inc. (www.placer.ai)





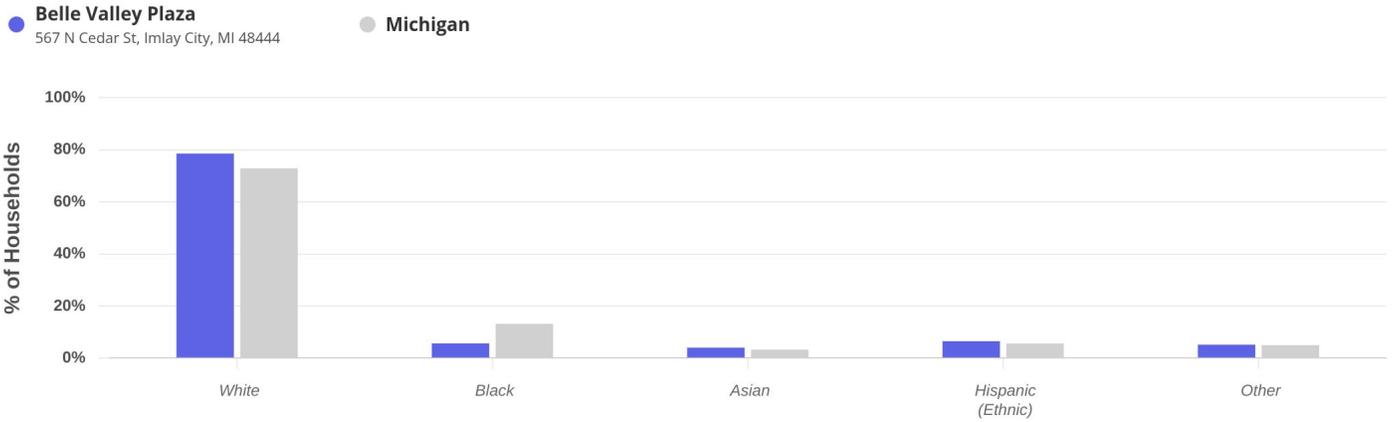
Age



Jun 1st, 2024 - May 31st, 2025 | Data Source: STI: Popstats
Data provided by Placer Labs Inc. (www.placer.ai)



Ethnicity

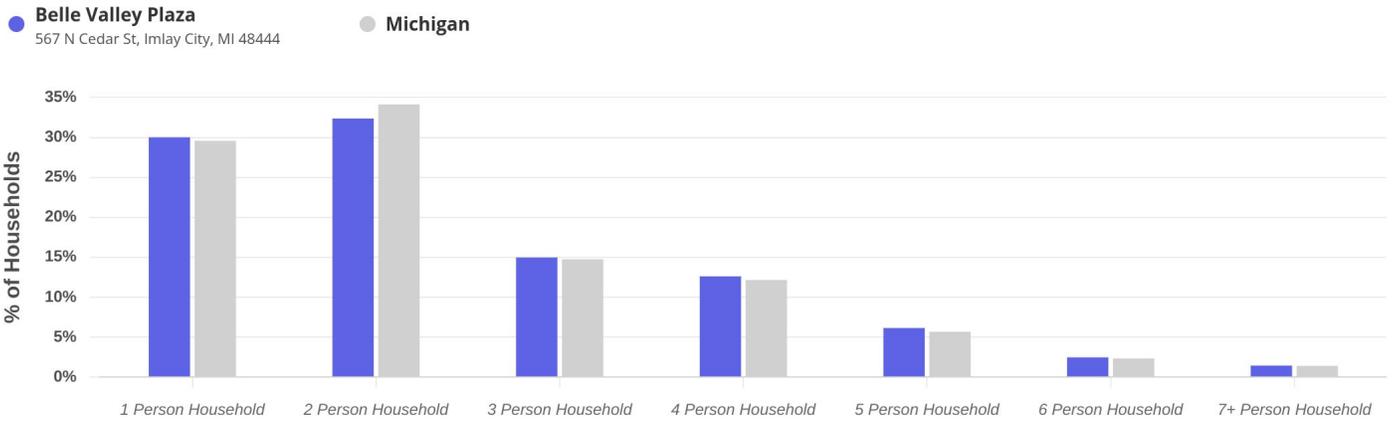


Jun 1st, 2024 - May 31st, 2025 | Data Source: STI: Popstats
Data provided by Placer Labs Inc. (www.placer.ai)





Household Size



Jun 1st, 2024 - May 31st, 2025 | Data Source: STI: Popstats
Data provided by Placer Labs Inc. (www.placer.ai)





Tenants Overview

Belle Valley Plaza
567 N Cedar St, Imlay City, MI 48444

The metrics displayed for each tenant are based on its default visit duration.

[Dismiss](#) [Learn More](#)

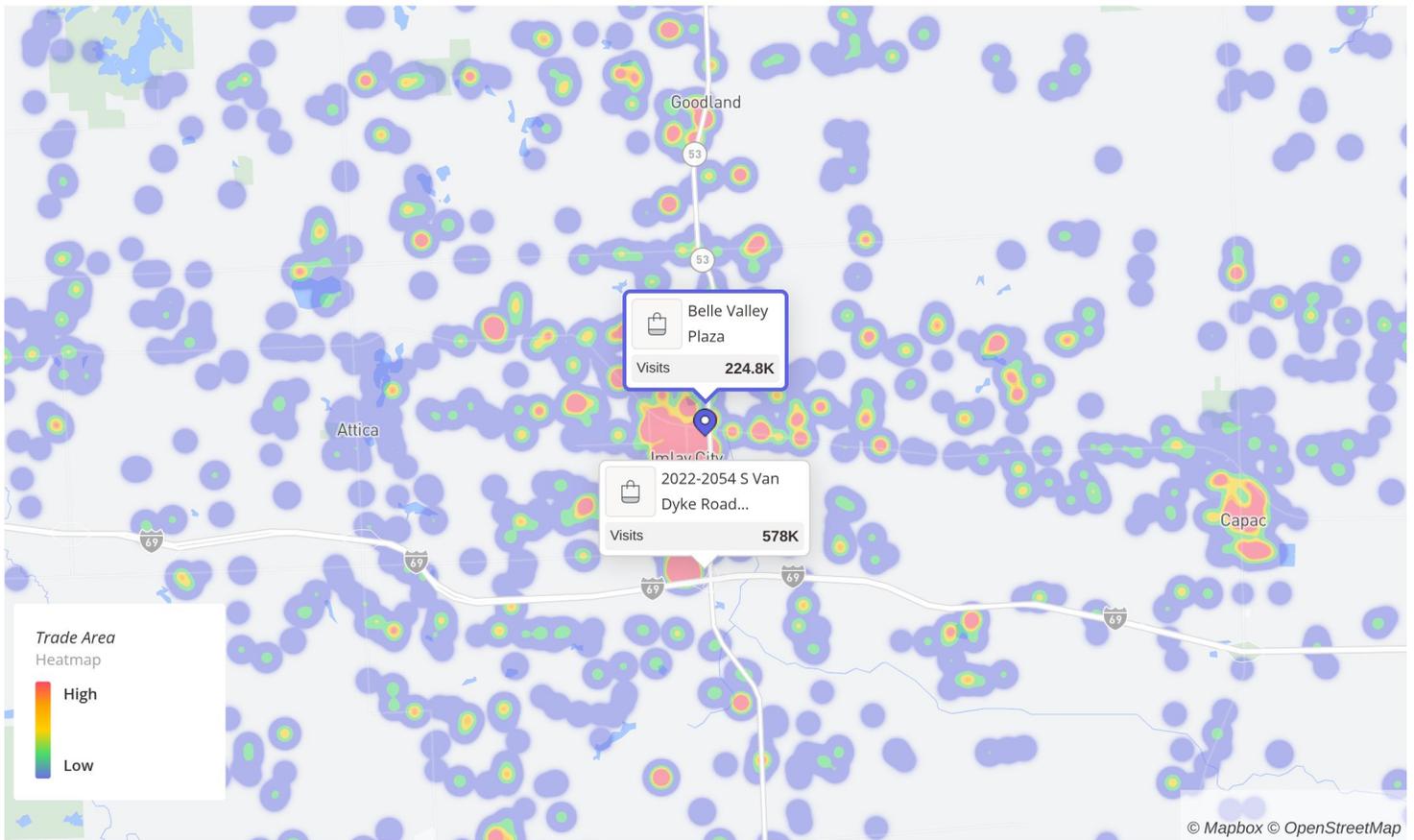
| Tenants / Category | Visits | Visits Chain Rank, State | Visits / sq ft Chain Rank, State |
|---|--------------|---|---|
|  Goodwill Clothing 605 N Cedar St, Imlay City, MI 48444 | 104.5K (+6%) | 56/97 (-4)  43% | 88/97 (-8)  10% |
|  Family Dollar Discount & Dollar Stores 567 N Cedar St, Imlay City, MI 48444-1163 | 69.7K (+3%) | 235/299 (+1)  21% | 268/299 (+6)  10% |
|  SUBWAY Fast Food & QSR 594 N Cedar St, Imlay City, MI 48444 | 8.8K (-42%) | 450/456 (-13)  1% | 452/456 (-4)  1% |
|  Backyard Creations & More Furniture and Home Furnishings 593 N Cedar St, Imlay City, MI 48444 | 3.8K (-45%) | N/A | N/A |

All | Compared to: Jun 1st, 2023 - May 31st, 2024 | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)





Market Landscape



Home locations are obfuscated for privacy and randomly placed within a census block. They do not represent actual home addresses.

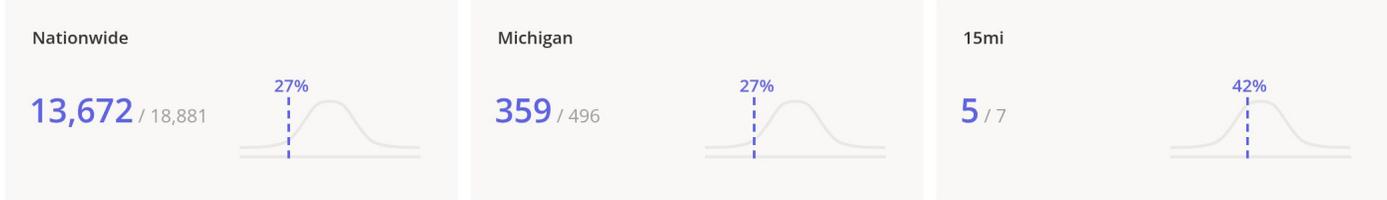
Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)





Ranking Overview

Belle Valley Plaza
567 N Cedar St, Imlay City, MI 48444

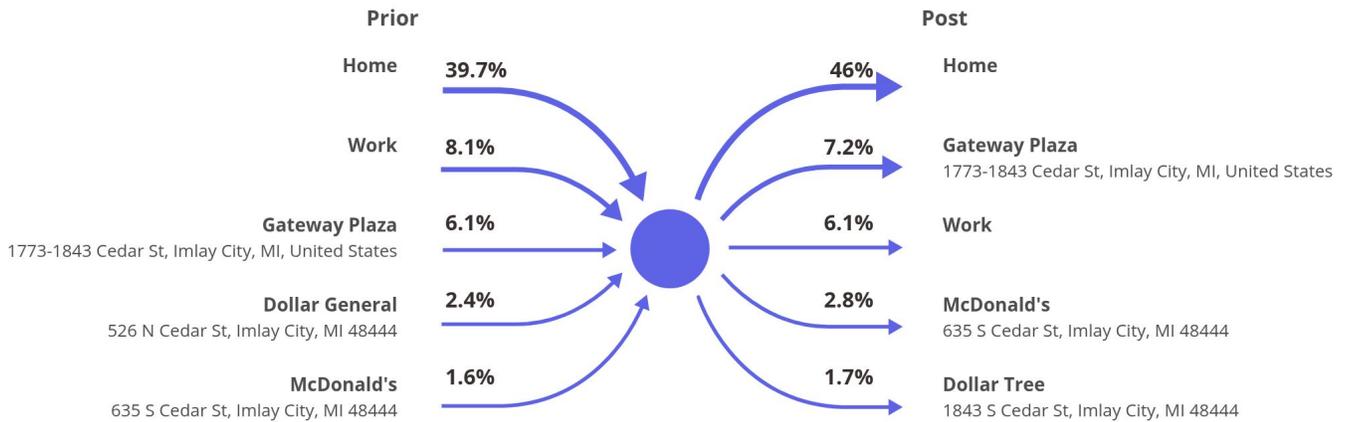


Category: Strip/Convenience | Visits | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)



Visitor Journey

Belle Valley Plaza
567 N Cedar St, Imlay City, MI 48444



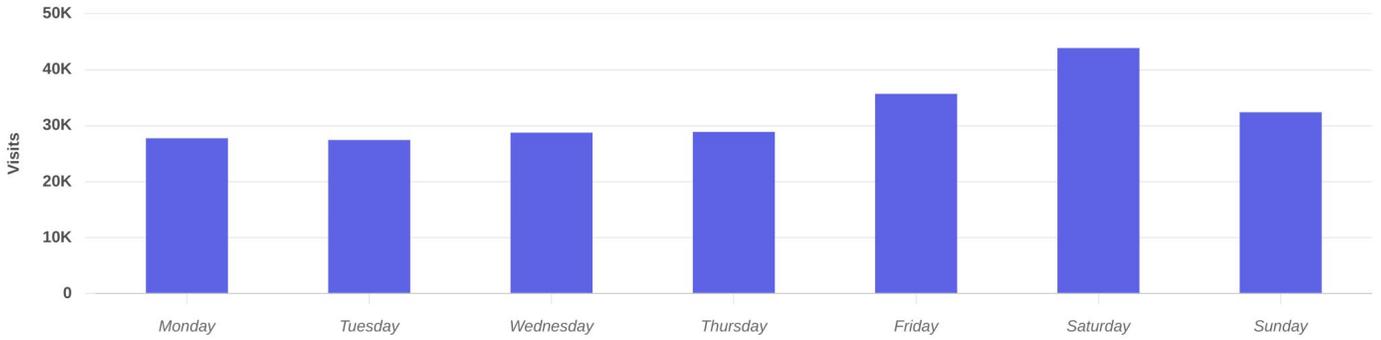
Show by: | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)





Daily Visits

Belle Valley Plaza
567 N Cedar St, Imlay City, MI 48444

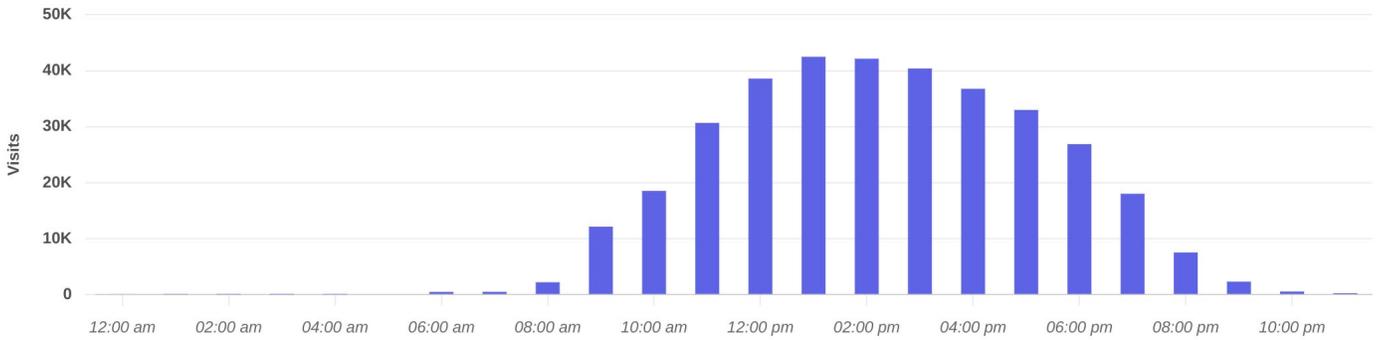


Visits | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)



Hourly Visits

Belle Valley Plaza
567 N Cedar St, Imlay City, MI 48444



Visits | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)





Favorite Places

Belle Valley Plaza / N Cedar St, Imlay City, MI

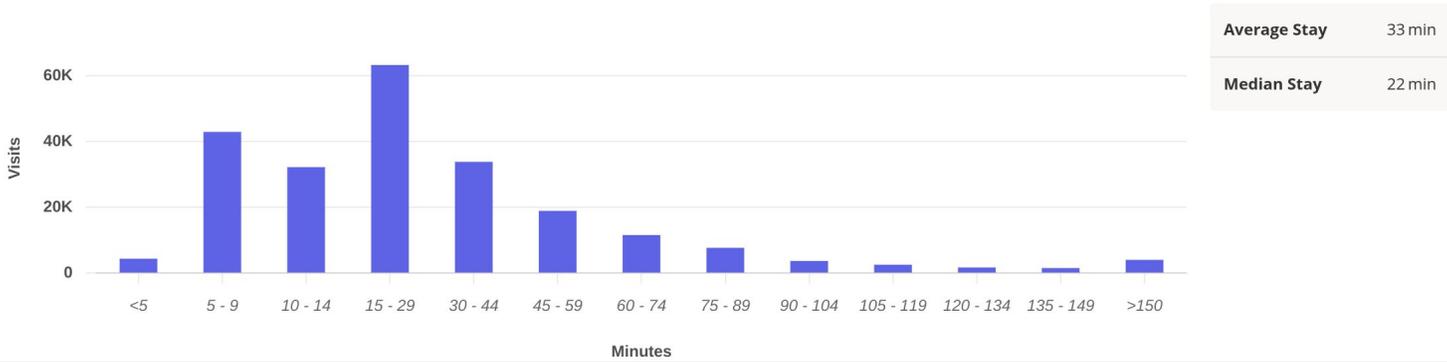
| Rank | Name | Distance | Visitors |
|------|--|----------|---------------|
| 1 | Gateway Plaza / 1773-1843 Cedar St, Imlay City, MI 48444 | 1.4 mi | 42.1K (67.8%) |
| 2 | Goodwill / 605 N Cedar St, Imlay City, MI 48444 | 0 mi | 41.9K (67.4%) |
| 3 | Kroger / 1821 S Cedar St, Imlay City, MI 48444 | 1.4 mi | 35.2K (56.7%) |
| 4 | Walmart / 555 E Genesee St, Lapeer, MI 48446 | 11.6 mi | 34.8K (56.1%) |
| 5 | Lapeer Pointe Plaza / 867 East St, Lapeer, MI 48446 | 12.5 mi | 34K (54.8%) |
| 6 | Imlay City Plaza / 2048 S Cedar St, Imlay City, MI 48444 | 1.8 mi | 29.7K (47.9%) |
| 7 | Speedway / 1988 S Cedar St, Imlay City, MI 48444 | 1.7 mi | 28.7K (46.3%) |
| 8 | McDonald's / 635 S Cedar St, Imlay City, MI 48444 | 1.1 mi | 28.4K (45.7%) |
| 9 | Meijer / 1555 Demille Rd, Lapeer, MI 48446 | 12.8 mi | 27.3K (44%) |
| 10 | Lapeer Marketplace / 700 S Main Street, Lapeer, MI 48446 | 12.6 mi | 24.5K (39.4%) |

Category: All Categories | Min. Visits: 1 | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)



Visit Duration

Belle Valley Plaza
567 N Cedar St, Imlay City, MI 48444



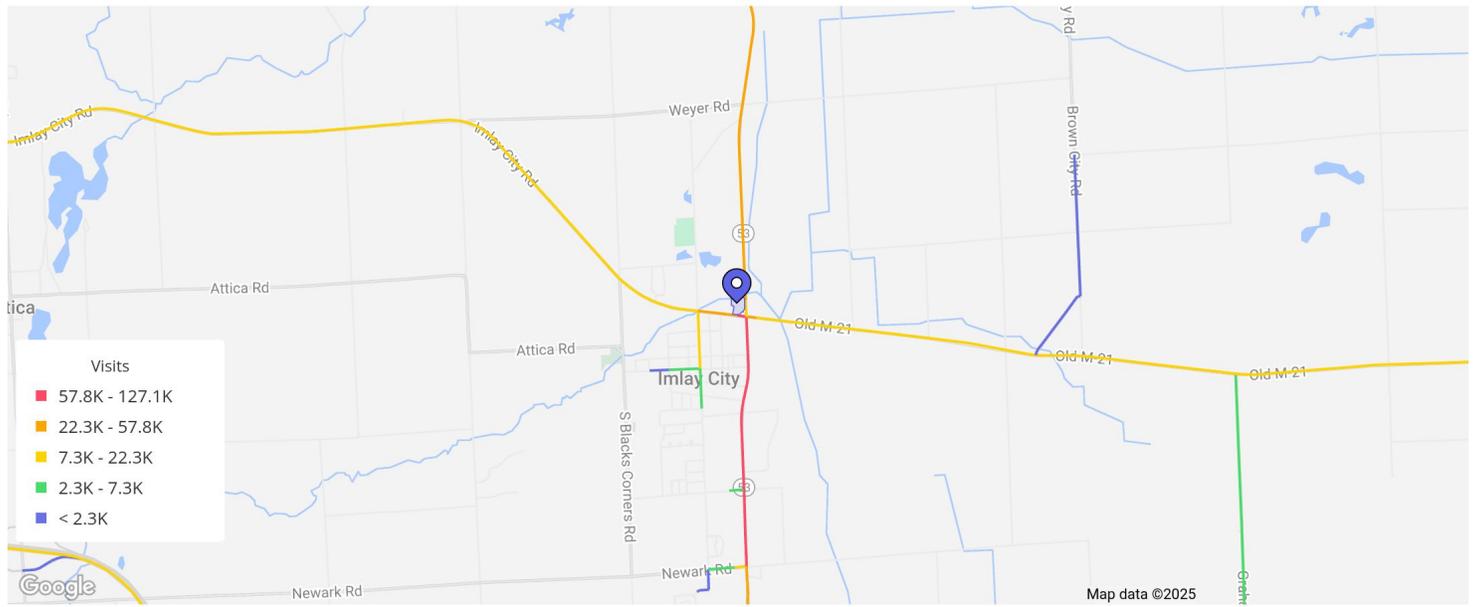
| | |
|--------------|--------|
| Average Stay | 33 min |
| Median Stay | 22 min |

Visits | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)





Visitor Journey - Routes



To protect individual privacy, the beginning points shown for each route are approximations and do not represent actual home locations.

Journey Direction: To Property | Jun 1st, 2024 - May 31st, 2025
Data provided by Placer Labs Inc. (www.placer.ai)



Top Matches | 1,582 Potential Tenants Found

 **Advanced Settings**
 **Share**


| Potential Tenants | Typical Drive Time (m...) | Nearest Location (mi) | # of Locations | Expansion Rate | Relative Fit Score |
|---|---------------------------|-----------------------|-----------------------|-------------------------------|---|
|  Martin's Super Mark... Groceries, Grocery Store | 11 min | 171.6 mi | State / US 3 / 20 | State / US 0% / 0% | 100%  |
|  Glory Supermarket Groceries, Grocery Store | 11 min | 39.9 mi | State / US 4 / 4 | State / US 0% / 0% | 88.8%  |
|  Johnny's Markets Gas Stations & Convenience... | 17 min | 80.7 mi | State / US 58 / 60 | State / US 0% / 0% | 84.5%  |
|  Chicken Express Fast Food & QSR, Fried Chic... | 14 min | 34.2 mi | State / US 1 / 251 | State / US 0% / -1.95% | 83.9%  |
|  Nirvana Center Dispe... Medical & Recreational Can... | 16 min | 38.6 mi | State / US 10 / 20 | State / US -9.09% / 11.11% | 83.5%  |
|  Fred Meyer Groceries, Supermarket | 8 min | 119.7 mi | State / US 1 / 126 | State / US 0% / 0% | 82.3%  |
|  Red Dot Storage Shipping & Storage, Storage... | 11 min | 28.4 mi | State / US 9 / 179 | State / US 0% / -3.76% | 82.2%  |
|  Godfather's Pizza Fast Food & QSR, Pizza Place | 14 min | 168.6 mi | State / US 4 / 600 | State / US 0% / 3.81% | 82%  |



6/3/2025

Quote Prepared for: Imlay City, MI



Subscription includes:

Unlimited Access to the Placer Dashboard:

- Access to all major venues within the State of MI for up to 3 users
- Access to Placer.ai Venue Analytics reports, including, Visits, Trade Areas, Customer Journey, Customer Insights, Dwell Times, and Visitation by Hour/Day
- Accurate foot traffic counts and dwell time
- True Trade Areas displaying frequent-visitor-density by home and work locations
- Customers' demographics, psychographics, interests, and time spent at relevant locations
- Where customers are coming from/going to, and along which routes
- Benchmarking of Foot Traffic, Market Share, Audiences, and other key metrics
- Competitive Insights
- Custom Placer Xtra reports per ad-hoc needs/requests; in Excel, KML, Tableau, and other formats
- Ad-hoc property visitor time-lapse video generation upon request

Premier Customer Support:

- Ongoing Support: Your dedicated Customer Success Manager will be with you for the lifetime of the subscription, and will meet with you on a regular basis to discuss your needs, product launches, and ever-evolving use cases
- Personal Consultation: Use your CSM to facilitate custom reports and help prepare data for upcoming presentations
- Knowledge Sharing: Your CSM will share methods and best practices from their experiences with other customers to help you get the most efficient use out of Placer.ai
- Platform Training: Your CSM will provide live, virtual training as needed to ensure you and your team are always equipped to understand Placer's platform and data.



Pricing

1-Year Term:

- 12-month Subscription
- \$10,000
- Fees paid annually
- Subject to increase 8% at renewal

2-Year Term*:

- 24-month subscription
- Fees paid annually
- 10% discount in year 1 - \$9,000
- Year 2 - \$10,000

You can see the full Terms of Service here:

<https://www.placer.ai/terms-of-service>

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AGENDA ITEM NB 10d. WinterFest Sponsor Request Chamber

DATE: June 9, 2025

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: Rob Mette emailed DDA Promotions Assistant. Mindi Steffans regarding the Chambers WinterFest 2025 Event. The email shared details about their event scheduled to take place on December 13, 2025. While specific activities are not mentioned in the correspondence, Rob extended an opportunity for the DDA to sponsor an activity for that day.

Items Attached: DDA Promotions Email re: WinterFest

Action Needed: Pass the motion(s) as recommended or amended per board discussion.

From: Rob Mette DBA <rob@mettefinancial.com>
Sent: Monday, June 2, 2025 10:02 AM
To: ddapromotions@imlaycity.org <ddapromotions@imlaycity.org>
Subject: Winter Fest

Hi Mindi,

We're not *elfing* around — the Imlay City Winter Fest is set to be *tree*-mendously merry!

I'm excited to share that the Imlay City Chamber of Commerce has officially chosen the date and logo for our 2025 Winter Fest, which is scheduled for December! (always trying, sometimes failing, to be proactive)

You can find event details here: <https://imlaycitychamberofcommerce.org/winter-fest/>.

Even though Winter Fest is organized by the Chamber of Commerce, if the DDA would like to promote an activity or event during Winter Fest, we'd be happy to help spread the word and coordinate efforts to support the overall success of the festival.

As we finalize additional details, we'll be sure to share them with you. We're looking forward to a fantastic event this year!

Regards,

Rob



Robert Mette

Wealth Advisor

Mette Financial

301 E. First St.

Suite 500

Imlay City, MI 48444

810-882-1805

Mailing Address:

PO BOX 176

Imlay City, MI 48444



AGENDA ITEM NB 10e. Chamber SummerFest Funding Request

DATE: **June 9, 2025**

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: The DDA received a funding request form on June 4, 2025. The Chamber is seeking space on the DDA Billboard (\$864 In-Kind) plus \$2500 for their SummerFest event happening August 8-10th.

Items Attached: Request for Funding Application

Action Needed: Pass the motion(s) as recommended or amended per board discussion.

Recommendation: Motion to approve the Billboard Sponsorship request for the Chamber for the In-Kind amount of \$864.

Imlay City Downtown Development Authority

Request for Funding an Event or Program

Process Overview and Guidelines:

The purpose of the Imlay City Downtown Development Authority is to correct and prevent deterioration in the Imlay City TIF District; to encourage historic preservation; to authorize the creation and implementation of development plans in the district and promote economic growth.

The Imlay City Downtown Development Authority may consider requests for funding events or programs within the DDA TIF District that promote, enhance, and otherwise benefit the DDA District and help the DDA achieve the stated purpose above.

Please fill out the following one page form and attach any other pertinent information, either in written form, pictures, or any combination that may be necessary to describe the event or program. Upon submittal of all information, the applicant can expect the following process and time line:

- Processing requests will require at least one meeting of the DDA Board, so that the Board is presented the request for their review, and vote on it.
- Requests for funds should be made in person by the applicant.
- Forms and supporting information shall be received in the DDA office at 150 N. Main Street, Imlay City, MI 48444 at least 7-days prior to the meeting, when possible please provide 10-copies, to be distributed in the board members packages for review prior to the meeting.
- If the DDA Board requests additional information from the applicant, the same shall be provided at least 7-days prior to the second meeting, provide 10-copies, to be distributed in the board members packages for review prior to the second meeting.
- If the request is approved, the DDA Director shall process the request through the Treasurers office for funding disbursement.
- The applicant shall provide paid receipts, if requested, showing the details of all expenditures for the amount of funds received.

Imlay City Downtown Development Authority

Request for Funding an Event or Program

Please Provide the Following Information:

Request Date: June 4, 2025 Proposed Event Date: August 8-10, 2025

Requested by (Organization Name): Imlay City Chamber of Commerce

Name of Event or Program: Imlay City Summer Fest

Detailed Description: Annual Community Festival in Downtown

Amount Requested: Billboard Donated and \$2,500
(attach any additional information that will assist in the review process of this request)

Contact Name: Vicki Sefcovic (Provide contact name of person responsible for coordinating, chairing, and/or presenting the information and request to the Imlay City DDA Board)

Address: 301 E. First Street, Suite 300
Imlay City, MI 48444

Office Phone: 810-542-3256 Mobile Phone: 810-441-3715

Fax Phone: _____ Email: lcsommerfest@gmail.com

Note: Any Event or Program sponsored by the Imlay City DDA shall acknowledge the Imlay City DDA as a sponsor and/or source of funding on all publications, flyers, press releases, and/or advertisements.

For DDA USE ONLY-Do Not Write Below this Line

Reviewed By: _____ Meeting Date: _____

Budgeted Item: _____ Account: _____

Approved: _____ Denied _____ (by Board Resolution or Motion)

Chairperson/Treasurer

NOTES: _____

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Directors Report

DATE: June 9, 2025

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Items Attached: May/June report
Weekly email reports

Action Needed: No Board Action Needed

Director's Report – June 2025

Promotions/Events

- On-going Social media postings and engagement with downtown merchants on Facebook and Instagram.
- Staff and I created ads, social media postings, message board sign ads
- Updated website calendar of events and other happenings
- Planning for the Choice One Bank-sponsored Ice Cream Social on June 24th

Economic Development

- Attended the MDA's Lunch and Learn Seminar on the Michigan Retailers Association
- Hosted a meeting with MEDC representatives to talk about funding options for downtown projects
- Attended the city meeting with State Rep Jamie Greene to highlight the need for a regional focus on state grant funding needs in the thumb region area

Place Making/Streetscape

- Managed the Downtown Depot Pavilion project
- Hometown Hero banner installations
- Continue to work with our streetscape contractor to address needs

Grants:

- Submitted additional documentation requested for Rotary Park DNR Passport Rec Grant

Billboard:

- Submitted artwork for the Blueberry Festival billboard sponsorship

Imlay City Façade Corp

- None

Farmers Market

- Assisted Market Manager Steffens with planning and prep for opening market day – June 5th

Meetings and Other:

- Attended Rotary Club weekly meetings
- Processed invoices, check requests, and mailed payments
- Continued work on website re-design with Civic Clarity
- Attended May 20th City Commission Meeting for Rotary Park grant resolution revisions
- Attended monthly Lapeer DDA's meeting
- Presented with Jim Alt, Angela Edwards, a session at the MSU Connecting Entrepreneurial Communities Conference on May 30th
- Met with Pete Curly of the Veterans Services to explore opportunities for the captured Veterans' millage monies
- Prepared meeting minutes, agendas, action item sheets, and board packets for regular DDA meeting

From: [Christine Malzahn](mailto:Christine.Malzahn@icdda.com)
To: wbargen@icdda.com; sdavis@icdda.com; ndocherty@icdda.com; jshattuck@icdda.com; kjorgensen@icdda.com; srobbins@icdda.com; ["byockey@imlaycity.org"](mailto:byockey@imlaycity.org); ["jkempf@icdda.com"](mailto:jkepff@icdda.com)
Cc: ["ddapromotions@imlaycity.org"](mailto:ddapromotions@imlaycity.org)
Subject: Week Ending May 23rd
Date: Friday, May 23, 2025 9:31:00 AM
Attachments: [2025.05.19 Special Meeting Minutes.docx](#)
[image001.png](#)
[2025.05.12 Regular Meeting Minutes.docx](#)

Board Members,

Attached are the two sets of meeting minutes for May. If you see anything that needs to be revised, please let me know.

Last Friday morning, we were lucky to have 31 volunteers from Bell Wire Communications come to Imlay and cleanup, rake and spread the mulch at Rotary Park and the Butterfly Garden. Clinton and his team did an excellent job. We shared their work on our Facebook page and expressed our gratitude. They were done by 9:30 am.

The pavilion project is on schedule despite the rain and should be completed by opening market day next Thursday. However, Mindi and I are planning a ribbon cutting ceremony for the pavilion on Tuesday, June 17th, at our first summer concert evening. We have invited Nancy Boxey and members of her organization to join us for the celebration. So please mark Tuesday, June 17th on your calendars. Your presence will go a long way in thanking the Lapeer County Community Foundation for their generous \$15,000 grant.

Friendly reminder that Meesch's Ribbon cutting is this afternoon at 2:00.

Christine Malzahn

DDA Executive Director
City of Imlay City

150 North Main Street, Imlay City, Michigan 48444
Office: 810-724-2135 ext. 1307 | Mobile: 586-801-0166
Email: ddadirector@imlaycity.org

