

IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
April 13, 2009

A regular meeting of the Downtown Development Authority was held on Monday, April 13, 2009 at the Imlay City Hall, 150 N. Main St., Imlay City, MI 48444.

1. CALL TO ORDER

Chairperson Teets called the regular meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Steve Teets, Rod Warner, Joi Kempf, Stu Davis, David Held, Brian Hill

Absent, Excused: Kim Jorgensen, Sally Reinhardt, Kelly Pizzuti

Absent, Unexcused: Wendi Blatt

Also Present: DDA Director Nancy Jean Brinker; Imlay City Manager Amy Planck; Bruce Swihart; Traci Pewinski-Yard Services, Almont; Jennifer Betker, Natural Enhancements/Yard Services, Almont

3. APPROVAL OF AGENDA

Motion by Davis, supported by Hill to approve amended agenda.

Unanimously Carried

4. PUBLIC PARTICIPATION

None

5. APPROVAL OF MINUTES

A. REGULAR MEETING **Monday, March 9, 2009**

Motion by Davis, supported by Kempf to approve the minutes of March 9, 2009.

Unanimously Carried

6. FINANCIAL REPORT

A. DDA EXPENDITURE/REVENUE REPORT

Motion by Held, supported by Warner to approve the report as presented.

Unanimously Carried.

B. BALANCE SHEET

Motion by Davis, supported by Hill to approve the balance sheet as presented.

Unanimously Carried.

7. OLD BUSINESS

A. DDA COMMERCIAL FAÇADE GRANT

I. Dr. Centofanti

II. Historical Museum—Phase II

Applications attached to the packet.

Motion by Davis, supported by Held to approve application of Dr. Centofanti for estimated reimbursement of \$490.15.

Unanimously carried.

Motion by Warner, supported by Held to approve application of Historical Museum—Phase II for estimated reimbursement of \$394.00.

Yes: Teets, Warner, Kempf, Held, Hill

No: Davis

Motion carries 5-1

B. CITY MEETINGS

I. HISTORICAL SOCIETY MEETING NOTES FROM KELLY PIZZUTI

Information attached to the packet.

C. LANDSCAPING CONTRACT

Bids and bid analysis and summary attached to the packet. Two bids received—American Tree of Almont and Yard Services of Almont. American Tree came in as low bidder.

Motion by Davis, supported by Held to award the landscaping contract to American Tree of Almont.

Unanimously carried.

D. FAÇADE INITIATIVE

Brinker reiterated information on notes attached to packet.

8. NEW BUSINESS

A. BLUEBERRY FESTIVAL

Discussion was held regarding the DDA's sponsorship of festival events, i.e. parade, fireworks funds donation and possible donation of movie equipment. Agreement regarding DDA sponsorship of parade already agreed to.

Motion by Davis, supported by Warner to contribute \$1,500 to Blueberry Festival fireworks fund.

Unanimously Carried.

Motion by Warner, supported by Davis to charge the going rate for rental of movie equipment.

Unanimously Carried.

B. MSHDA & MEDC FUNDING OPPORTUNITIES

Motion by Hill, supported by Held to adopt Resolution 2009-02, Support for the Michigan Economic Development Corporation Notice of Interest.

Unanimously carried

C. APPLIANCE STORE

Discussion was held regarding John Lengemann's request as per information attached to the packet.

D. MARKET ADMINISTRATOR CONTRACT

Discussion was held regarding changes to Market Administrator Contract attached to the packet.

Motion by Davis, supported by Warner to approve Market Administrator Contract as presented.

Unanimously carried.

9. DDA DIRECTOR REPORT

A. WEBSITE

Brinker updated the board on progress on the Web site, including use of the state's 'Pure Michigan' logo.

B. RIBBON CUTTINGS

I. HEAD START

Providing there are no delays with regard to inspections and required permits, Head Start is planning a ribbon cutting/open house beginning at 3 p.m. on Thursday, April 23. E-vites to be sent out within a week.

C. PROMOTIONS

Information and meeting notes were attached to the packet. Next promotions meeting slated for Wed., April 15 at 8:30 a.m. at Tietz's Restaurant.

Planck mentioned that the DDA budget would be presented for a public hearing at the City Commission meeting scheduled for April 21 at 7 p.m.

11. ADJOURNMENT

Teets adjourned the meeting at 7:34 p.m.

Submitted by Catherine Minolli _____
DDA Recording Secretary