

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, June 10, 2019**

A regular meeting of the Downtown Development Authority was held on June 10, 2019 at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444

1. CALL TO ORDER

Chairperson Walt Bargen called the meeting to order at 5:35 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Joi Kempf (arrived 5:38 p.m.), Kim Jorgensen, Kelly Villanueva, Trish Dennis, Justin Herbert, Stu Davis, and Walt Bargen

Absent: Steve Teets and Samuel Galiana

Also present: City Manager Tom Youatt, Deputy Clerk Anne McAvoy, Farmers Market Director Katrina Morrow, and one member of the community.

4. APPROVAL OF AGENDA

Motion by Davis, supported by Dennis to approve the agenda as presented.

MOTION UNANIMOUSLY CARRIED

5. PUBLIC PARTICIPATION

None

6. APPROVAL OF MINUTES

REGULAR MEETING- May 13, 2019

Motion by Davis, supported by Jorgensen to approve the minutes of the Regular Meeting minutes dated May 13, 2019.

MOTION UNANIMOUSLY CARRIED

7. FINANCIAL REPORT

a. DDA EXPENDITURE REPORT

b. BALANCE SHEET

c. CHECK REGISTER REPORT

8. OLD BUSINESS

a. Art and Historic Walk Update

Ms. Natke expects to have the brochures by the end of this week in time for the Busker Festival. There were some corrections that needed to be made.

b. Student Artwork Banner Update

Ms. Natke stated the DPW hung 33 banners with the student's artwork on them. Superintendent of the DPW, Ed Priehs, was able to find a few more places so all the artwork could be hung.

c. Rental of Billboard located at M-53 & Third Street Update

Ms. Natke stated she had Rick Johnson for the urgent care contact her stating he was interested in space on the billboard now. She inquired as to if the Board still wanted to use the billboard to advertise Art in the Rough for August and September or would they like to share with interested businesses. The Board discussed keeping the sign limited to 3 businesses per month and keeping with advertising Art in the Rough for August and September then rotate between interested businesses.

d. Art in the Rough – September 28, 2019

Ms. Natke stated the committee members would be meeting this week. Ms. Natke stated she has been in contact with an art gallery in Sanilac County and one in Ferndale about having a bus trip to our Art in the Rough. Ms. Natke inquired as to if the Board liked this idea of bringing in more people and encouraging the bus trips. The Board stated it was a good idea and if the art gallery was able to put together a bus trip to offer them a free art spot to sell their art.

e. Children’s Reading Park - RFP update

Ms. Natke stated she has been talking to two individuals so far, Pete McCreedy and Josh Zender, about walking the space and getting quotes and an idea of each person’s vision. The Board suggested Ms. Natke also talk to the artist who designed the Lapeer pocket park to see what they would do. They stated they did not want the same thing as they did in Lapeer though.

9. NEW BUSINESS

a. Façade Grant 270 S. Cedar St. (IC Strikes)

Ms. Natke presented the façade grant request from 270 S. Cedar St. She stated she has talked with City Manager Tom Youth and Zoning Administrator Gerry Edwards and they have approved the signage ideas presented. Ms. Natke stated the business owner has not decided on which rendering they are going to go with. The Board stated before they could approve or deny they would need to be told the specific rendering the business owner was going to go with. The Board stated this could be addressed via email and voted on via email also.

b. Façade Grant Application 147 N. Almont Ave. (Total Urgent Care)

Ms. Natke presented the façade grant for 147 N. Almont Ave.

Motion by Dennis, supported by Herbert to approve \$2,500.00 to 147 N. Almont Ave for façade grant as presented.

ROLL CALL:

Ayes: Kempf, Jorgensen, Villanueva, Dennis, Herbert, Davis, and Bargaen.

Nays: None

MOTION CARRIED 7 to 0

c. Façade Grant for 204 E. Third St. (previous site of Hispanic Service Center)

Ray Krakowski, the owner of 204 E. Third Street, presented his application for a façade grant for 204 E. Third St. Mr. Krakowski showed the Board photographs of work he had done on the building with a previous façade grant. He stated he would like to continue working on the building focusing his work this time on the front of the building with new windows and door. He stated after finishing the windows and doors he will address the exterior of the building in regards to the brick or replacing with vinyl or something else. He would like to restore the brick if possible.

Motion by Jorgensen, supported by Herbert to approve \$2,500.00 for façade grant for 204 East Third Street, as presented.

ROLL CALL:

Ayes: Jorgensen, Villanueva, Dennis, Herbert, Davis, Bargaen, and Kempf.

Nays: None

MOTION CARRIED 7 to 0

d. Discussion re partial payment for Façade Grant Approval for 200 E. Third St.

Ms. Natke discussed with the Board a partial payment for a façade grant that was approved for 200 E. Third Street last year. The contractor had some health issues and was unable to finish the work last year and now the business owner is struggling to finish the work. The business owner has paid the contractor for work that has been completed so far. The Board discussed adjusting the previous grant to reflect the request being for \$500.00 and the work that included. The Board stated Eden's Attic would need to put this in writing and the Board would then pay \$250.00 for the completed work.

Motion by Davis, supported by Herbert to approve the payment of \$250.00 on the previously approved façade grant for 200 E. Third Street on the condition the owner adjusts her previous request to reflect the above stated.

ROLL CALL:

Ayes: Dennis, Herbert, Davis, Bargaen, Kempf and Jorgensen.

Nays: Villanueva

MOTION CARRIED 6 to 1

e. Discussion re PA 57 (replaces PA 197 of 1975)

Ms. Natke stated she has the current minutes posted on the website and will be working on adding our contracts on the website once the scope of the requirements for contracts has been verified.

f. First Reading of New Rules for Farmers Market

Ms. Katrina Morrow, DDA Farmer's Market Director, stated the Farmers Market's hours were changed based on the consensus of the community and the vendors. It was stated vendors were missing people in the morning but there were not many customers in the last hour of market last year so the hours were changed to 10:00 a.m. to 4:00 p.m. Ms. Morrow suggests trying at the end of June having a market with an extended time of 5:00 p.m. to see if vendors and the community are responsive to those hours.

Ms. Natke stated she would like to change the Farmers Market's rules to be more flexible to accommodate more vendors and the vendors must be consistent also. If the vendor needs to leave early, suggests they have a sign stating this so customers know. Another change to the rules would be allowing multiple vendors with similar items are the market. This will open the market up to more variety.

g. Discussion regarding Banners for 2020 Sesquicentennial Celebration

Ms. Natke stated she has requested to be on the committee for the Sesquicentennial Celebration. She would like to suggest to this committee they put up banners honoring our servicemen and woman and if the committee does not want to use the idea maybe the DDA Board would like to do this in the future.

h. Discussion regarding missing sign at Depot Platform

Ms. Natke informed the Board that the Imlay City sign that was hanging on the Depot platform is missing. Ms. Natke stated she was going to get estimates on a replacement sign from Charlie Jack's and Backyard Creations to see how much it will be to replace.

10. Member Comments

Board Member Justin Herbert addressed the Board inquiring as to who has the authority to do something about the empty buildings that are in the City. Can anything be done? Can it be required they have to keep windows clear and clean and list the name and phone number of who to contact so interested parties can contact them? City Manager Tom Youatt stated it was going to be addressed soon with another Commission. Mr. Herbert also inquired as to if the City could plan more festivals or events that would involve one day or evening. He recently attended a Harley Fest where over 1,000 people attended. He stated it can be done fairly easily. He also suggested a food truck rally on Monday nights since there are not any restaurants open on Mondays in downtown.

12. ADJOURNMENT

Motion by Kempf, supported by Herbert to adjourn the meeting at 6:47 p.m.

MOTION UNANIMOUSLY CARRIED

Submitted by Anne McAvoy: _____
Recording Secretary

Approved: