

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

SPECIAL MEETING MAY 19, 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. **AGENDA APPROVAL**
5. PUBLIC PARTICIPATION
6. OLD BUSINESS
 - a. DPW Garage Revitalization Plan
7. **CLOSED SESSION FOR EMPLOYEE REVIEW**
8. PUBLIC PARTICIPATION
9. BOARD MEMBER COMMENTS
10. ADJOURNMENT

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AGENDA ITEM UB 6a. DPW Garage Revitalization Project

DATE: **May 19, 2025**

TO: DDA Board Members

FROM: Christine Malzahn, DDA Executive Director

Background: Following the denial of the RAP 3.0 grant request, the City/DDA subcommittee met on Wednesday to discuss the project status and explore alternative funding options for the former DPW garage revitalization project. Director Malzahn has identified the Public Spaces Community Places Patronicity campaign as a viable option. This initiative could raise online contributions (up to \$10,000 per donor), which would be matched by a MEDC match up to \$75,000. This Patronicity campaign combined with the previously committed contributions of \$50,000 each from the City and the DDA, would meet the project's \$220,000 cost, if both Boards agree to move the project forward. Other options for 100% self-funding of the project were also discussed.

Items Attached: Tanis Construction Bid Breakdown Sheet (pgs 4-5)
Patronicity Application Guide (pgs 6-10)
T-Mobile Hometown Grant (pgs 12-17)

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

Bob Tanis

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
Dumbster & etc. 1500 $\frac{00}{1x}$

Date: 4-6-25

Contractor Name: TAWIS BUILDERS

Address: 260 E BARLAND RD
IMBOY CITY, MI 48444

Signature: Robert Tami

Title: OWNER



PUBLIC SPACES
COMMUNITY PLACES
APPLICATION GUIDE
2024-2025



MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION

PROGRAM DESCRIPTION

The Michigan Economic Development Corporation, in conjunction with Detroit-based crowdfunding platform Patronicity, and in partnership with the Michigan Municipal League, has developed Public Spaces Community Places, a creative placemaking and funding program.

Public Spaces Community Places (PSCP) is a grant match program that utilizes donation-based crowdfunding to generate public interest and funding to revitalize or create public spaces. By utilizing web-based donations, projects are accessible to anyone willing to donate in real-time. This model we call crowdgranting engages the public as each person plays a part in achieving place-based improvements and instills community pride as residents become invested in their surroundings.

Placemaking projects are aided by PSCP which assists the fundraising efforts of patrons through a crowdfunding campaign on Patronicity. This creative funding mechanism mobilizes community members to make individual contributions, with the MEDC providing a grant match *if* the campaign goal is reached. Potential projects must focus on the "activation of public spaces creating community places." Michigan's ability to attract and retain young knowledge-based talent is greatly increased by taking advantage of unique placemaking assets in each of our communities, making this funding mechanism even more valuable.

As placemaking projects affect the lives and well-being of entire communities it is important that they establish public awareness, gain local momentum, and earn the support of their "crowd" to hit their goal and maintain a local landmark.

ELIGIBLE APPLICANTS

Municipalities, L3C's, and tax-exempt nonprofit entities are eligible to apply. Nonprofit entities must have an up to date Charitable Solicitation License or exemption in place before project launch.

TYPES OF ACTIVITIES ALLOWED

Applications may be submitted for projects that activate public placemaking, or places where people gather and spend time. Before applying for the PSCP program, applicants are encouraged to have established public awareness and local momentum for their project.

Projects that fit this description would include but are not limited to:

- Streetscape Beautification & Walkability
- Public Plaza Development
- Access to Public Amenities (River Walks, Canoe Liveries, Pier Enhancements)
- Farmer's Markets, Community Kitchens, Pop-Up Retail/Incubator Spaces (community or nonprofit)
- Alley Rehabilitation
- Park Enhancements
- Bike Paths & Non-Motorized Infrastructure
- Bandshells & Amphitheaters
- Community Theater Rehabilitation (community or nonprofit)
- Public Wi-Fi
- Place Branding & Event Implementation
- Any other project that activates public space or a community place

**Any event-based activation of public space will be limited to a \$7,500 grant amount. Event-based projects must be taking place over at least 3 months and at least 4 events must occur. Established

PUBLIC SPACES COMMUNITY PLACES

festivals and entertainment series are not eligible.

*****For any indoor spaces, regular public programming must be included in the plans and a portion of the total PSCP funding may be used to provide such programming.**

- In 2022-2023, we expanded the PSCP program to incentivize universal design in placemaking projects across Michigan:
 - PSCP will offer additional matching funds, up to \$25,000 above the typical \$50,000 threshold, for new public space projects that are universally designed. These projects will be required to obtain a letter of support from a disability advocates group in order to qualify for the additional incentive amount.
 - The program will now also be available to existing public spaces that are upgrading with universal design elements – applicants can request up to a \$50k 1:1 match to make these spaces more accessible to all.
- All public placemaking projects funded through PSCP are expected to meet all required ADA design parameters and wherever possible universal design and accessibility is encouraged.

GRANT DOLLARS

Eligible projects must have a minimum total development cost of \$10,000, where the recipient will crowdfund \$5,000 to receive \$5,000 in MEDC matching funds if the fundraising goal is met. MEDC matching grant funds will be available up to \$50,000 per project, or a total funding goal of \$100,000 needed to complete the space. Exception: projects that incorporate Universal Design elements may be eligible for additional funding up to \$150,000 total (i.e; \$75,000 max. raise and max. match).

“Prior committed funding” constitutes funds provided by a project stakeholder: the local unit of government, a nonprofit entity, private source, or other state or federal agencies, which are committed to the project scope of work before and at the time of application. All projects are encouraged to have prior committed funding before participating in the PSCP program, however, this is not a requirement for projects under \$100,000 in total development cost. Projects must be able to complete development from previously committed funding and crowdfunded dollars along with PSCP match. **Projects over \$100,000 in total development costs must have all other prior committed funding sources in place and will use the PSCP program to fill the remaining gap in development costs needed, up to \$100,000. The funding secured through this program must be the FINAL portion of funds needed to complete and activate the space. See some funding scenarios below.**

Projects may only use this program once per project and project site. If approved by Patronicity for a PSCP campaign, an applicant has only one opportunity to potentially capture the PSCP grant match for the proposed project. If unsuccessful in reaching its crowdfunding goal, an additional PSCP campaign will not be considered on the same project in the future.

Scenario 1:

Total project development cost: \$120,000
Prior Committed Funding: \$70,000
Financial Gap: \$50,000

\$220,000
150,000
120,000
\$60,000

- Patronicity Campaign Goal: \$25,000
- MEDC Match, if Patronicity Campaign Goal is achieved: \$25,000

\$60,000 if

Scenario 2:

Total project development cost: \$30,000

Universal design

60-days to raise

- Patronicity Campaign Goal: \$15,000
- MEDC Match, if Patronicity Campaign Goal is achieved: \$15,000

EVALUATION CRITERIA

Projects will be evaluated on a variety of factors, including, but not limited to:

- a defined and focused project
- the overall impact of the project on the community and placemaking efforts
- local financial commitment and documented plan of how to attain the necessary match needed
- project location (preference is given to projects connecting to or located in a traditional downtown)
- project start and completion date

OTHER CRITERIA

- Projects must demonstrate the activation of a new or distressed public space or community place. Exception: projects that increase universal accessibility for existing spaces.
- This program is to be used for investments in permanent improvements unless event-based as previously described.
- Projects must hit the crowdfunding target **by the 60-day deadline or** else they will not receive the grant money.
- *Project videos are NOT required.* MEDC Videography staff has produced a helpful 'How To' video to assist those making a video for their PSCP campaign. Watch that here: [Making an Effective Video: Tips For Public Spaces Community Places Campaigns.](#)
- Patronicity will provide crowdfunding support to those awarded through technical and strategic assistance.
- **Any individual donor/entity can donate a maximum of \$10,000 or 35% of the goal to the raise (whichever is lesser). At least 10% of your campaign raise must come in through online donations.**
- Grant disbursements will be negotiated on an individual basis depending on the needs of the project and community.
 - It is not required that the projects are competitively bid, but it is highly recommended.
- Grants will only be made to an applicant deemed eligible by the MEDC.
- **Projects must complete project construction within one (1) year of receiving MEDC match funds.**

PROJECT AND PROCESS FLOW

STEP 1 - Tell Us About Your Project

Applicants will utilize the [Patronicity website](#) to build out a basic profile for their project. This profile acts as the initial application. Once a project page is started, Patronicity will make contact with the applicant. Applicants may be required to acquire a Solicitation License.

STEP 2 - Patronicity Review

Patronicity will perform an initial screening of the project and profile. Patronicity staff may request additional information to determine the project's

appropriateness for crowdfunding.

PUBLIC SPACES COMMUNITY PLACES

Application Guide 2024/2025

Updated 1/01/2025

STEP 3 - MEDC/MML Review

If the project passes the initial Patronicity review, projects will be forwarded to the review team and evaluated on the criteria noted in this document. MEDC/MML staff may contact the applicant for more information.

STEP 4 - Project Goes Live!

If approved, a campaign will prepare a launch date and press release with Patronicity, the MEDC and MML to go out the day of the launch. When that is all set, a project is ready to start crowdfunding! Patronicity will provide technical assistance as needed throughout the raise period.

STEP 5 - Implementation

If the crowdfunding campaign is successful, the MEDC will match the funds raised and implementation can soon follow. Reporting is to be completed monthly through the campaign page and final reporting documents are due once the project is completed and will be coordinated with and provided by Patronicity.

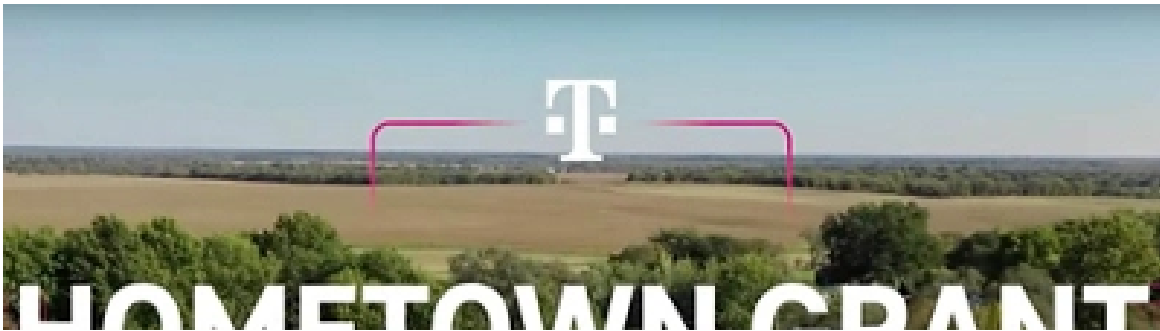
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Hometown Grants

Get up to \$50,000 to bring your community project idea to life.

[Submit your proposal](#)

We're investing \$25M in 500 rural towns over 5 years to jumpstart projects and build stronger communities. Together, we can help upgrade tech at your local library, build new hiking trails, revitalize historic buildings, and so much more.



What to know about Hometown Grants.

What kinds of projects will T-Mobile fund?

We'll help fund projects that foster local connections, like technology upgrades, outdoor spaces, the arts, and community centers.

This grant program is specifically open to 501(c)(3) and 501(c)(6) nonprofit organizations and local government entities. Grant funds may not be awarded to for-profit businesses.

What is needed to apply for a grant?

T-Mobile awards up to \$50,000 for shovel-ready projects. Applicant's proposal must include plans, budget, timeline, anticipated impact, and up to five letters of support.

Who can request a grant?

Elected officials, town managers/employees, tribal leaders, or nonprofit community leaders from small towns with population less than 50,000 can apply.

[Jump to all FAQs](#)

Here's how to apply:

Step 1:

[Click here](#) (or click the “Apply now” button below) to create an account with our partner, Main Street America™.

Step 2:

You'll be taken to an application page with detailed steps, drop-down menus, fillable forms, and places to upload documents.

Hometown Grants are intended for “shovel-ready projects”. Information required for your application includes:

- Project plan proposal with a detailed budget and timeline
- Up to 5 letters of support from stakeholders in the community
- Examples of in-kind donation possibilities/additional funding to cover the remainder of the project
- Details on permits needed or already obtained

Step 3:

After submitting your proposal, you'll get a confirmation email that your application was received. Within 60 days of the application window closing, every applicant will be notified via email whether their project proposal is a winner.

Winners will also receive a call to begin the funding and planning process with T-Mobile and our partners.



 [Login](#)



Our nonprofit partner

T-Mobile is proud to partner with Main Street America on our grant selection panel.



T-Mobile partners with Main Street America to administer the grant program and assess applications based on their level of detail, community impact, feasibility, and other considerations. Learn about [Main Street America's](#) work to advance shared prosperity, create resilient economies, and improve quality of life [here](#).

Got Questions about Hometown Grants?

What is the T-Mobile Hometown Grants Program?

What kinds of projects will T-Mobile fund?

The T-Mobile Hometown Grants program funds projects to build, rebuild, or refresh community spaces that help foster local connections in your town. Projects should be shovel-ready, physical builds or improvements that can be completed within 12 months of receiving Hometown Grants funding.

Examples of eligible projects include but are not limited to: adaptive uses of older and historic buildings into community gathering spaces, improvements to outdoor parks or trails, and technology projects for the public library.

Funds may **not** be used for: engineering and architectural plans or fees, salaries or annual operating expenses, or reimbursement for projects that are already completed.

How does the T-Mobile Hometown Grants program work?

- You can submit an application at <https://www.t-mobile.com/HometownGrants>
 - Small towns with populations less than 50,000 are eligible to apply
 - Recipients are selected and awarded on a quarterly basis
 - Grants are up to \$50K per town
 - Selected winners will provide status updates on their projects at 6 and 12 months
 - Plans must be able to be executed within 12 months of receiving funds
-

Who can request a grant?

We are looking for elected officials, town managers and employees, tribal leaders, or non-profit organizations to submit a proposal for their project using the Hometown Grants application. The project must be located in towns with less than 50,000 people and should provide a community benefit where it might otherwise be difficult to secure funding.

What should I submit during the application process?

What are key submission deadlines?

Applications will be open on a quarterly basis with the following schedule:

- Spring: Applications open January–March
- Summer: Applications open April–June
- Fall: Applications open July–September
- Winter: Applications open October–December

The portal will close on the last day of each quarter and reopen for the new quarter on the first of the month.

All Hometown Grants applications will be notified 30–60 days after the end of each quarter on the status of the submission.

How are towns selected?

T-Mobile partners with [SmartGrowth America](#) and [Main Street America](#) on our grant selection panel. Both trusted nonprofit organizations have deep expertise in building stronger, healthier, and more connected communities. Together, we determine the grant recipients based on the details and fullness of the submission, scored against the following criteria:

- **Community need:** The proposed project should fill a demonstrated need in the community. This grant funding is intended for shovel-ready projects, or portions of shovel-ready projects that would not otherwise be possible to implement through municipal funding. Proposal and letters of support should demonstrate strong community support for the project.

- **Community impact:** The project should connect the community in meaningful and innovative ways.
- **Partners, engagement, and resources leveraged for the project:** Strong applications actively involve local organizations by incorporating them into the planning and execution processes and engaging the community in activating the project site. Letters of support should come from a variety of stakeholders within the community.
- **Feasibility: If selected, you should be able to complete your project within your budget and plan and within 12 months of receiving funding.**
- **Alignment with T-Mobile's small town strategy:** We are committed to be a force for good—empowering more people with essential, digital connections, championing equitable opportunities for all, and driving towards a more sustainable future.

How will winners be notified?

Grant recipients will be contacted directly by a T-Mobile representative of their acceptance or denial within 60 days after entries have closed for the quarter. No status will be available before that communication.

Follow T-Mobile



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Even more plans

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International passes

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Google Pixel phones

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New Samsung Galaxy S25 Plus

New Samsung Galaxy S25 Ultra

New Apple iPhone 16

New Apple iPhone 16 Pro Max

New Google Pixel 9 Pro

New featured tablets, smartwatches & more

Apple Watch Series 10 46mm

Apple Watch Series 10 42mm

Google Pixel Watch 3 (45mm)

Google Pixel Watch 3 (41mm)

T-Mobile SyncUP KIDS Watch 2

Samsung Galaxy Watch Ultra 47MM