

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, July 11, 2022**

A regular meeting of the Downtown Development Authority was held on July 11, 2022, at the Imlay City Hall, 150 N. Main Street, Imlay City, MI 48444.

1. CALL TO ORDER

Walt Bargaen called the meeting to order at 5:35 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Joi Kempf, Walt Bargaen, Kim Jorgensen, Kelly Villanueva, Stu Davis, Ray Krakowski, Justin Shattuck

Absent: Trish Dennis, Steve Teets

Also Present: DDA Director Lorrelei Natke, Recording Secretary Mariya Stout

4. APPROVAL OF AGENDA

MOTION by Stu Davis, supported by Justin Shattuck, to approve the agenda as is.

MOTION UNANIMOUSLY CARRIED

5. PUBLIC PARTICIPATION

None

6. APPROVAL OF MINUTES

REGULAR MEETING – June 14, 2021

MOTION by Stu Davis, supported by Kim Jorgensen, to approve the Regular Meeting minutes of June 14, 2022.

MOTION CARRIED UNANIMOUSLY

7. FINANCIAL REPORT –

a. DDA Expenditure Report

b. Balance Sheet

c. Check Register Report

8. OLD BUSINESS

a. Review of the Monthly Newsletter

b. Discussion of a “New Business” Welcome Committee

c. Discussion of Event Committees

d. Review of the Façade Loan Program

- e. Review of Landscape Projects
- f. Review of Grant Writing
- g. Discussion of the 123 POP Mentorship Program
- h. Discussion of Business Retention & Development
- i. Discussion and review of the Farmers Market

9. NEW BUSINESS

a. Election of Officers

MOTION by Kim Jorgensen, supported by Kelly Villanueva to approve Justin Shattuck as the new Vice Chair.

MOTION CARRIED UNANIMOUSLY

MOTION by Kelly Villanueva, supported by Joi Kempf to approve Kim Jorgensen as the new Treasurer.

MOTION CARRIED UNANIMOUSLY

b. Landscape Project Update

c. Discussion and Action on Renewal of Billboard Contract

MOTION by Stu Davis, supported by Kelly Villanueva to approve the renewal of the Billboard Contract with Outfront Media for \$735 per month of \$9550 annually.

ROLL CALL:

AYE: Joi Kempf, Walt Bargaen, Kim Jorgensen, Kelly Villanueva, Stu Davis, Ray Krakowski, Justin Shattuck

NAY:

MOTION CARRIED UNANIMOUSLY

d. Invoice from Duthler Land Surveyors for the Old Sign Shop, DPW/DDA Storage Barn and the Old Fire Hall

MOTION by Stu Davis, supported by Kelly Villanueva to pay the entire invoice from Duthler Land Surveyors for the Old Sign Shop, DPW/DDA Storage Barn and the Old Fire Hall.

ROLL CALL:

AYE: Kelly Villanueva, Walt Bargaen, Joi Kempf, Kim Jorgensen, Stu Davis

NAY: Justin Shattuck, Ray Krakowski

MOTION CARRIED UNANIMOUSLY

e. Façade Grant Request of Imlay City Historical Society

MOTION by Stu Davis, supported by Kelly Villanueva to approve the Façade Grant Application as submitted by the Imlay City Historical Society.

ROLL CALL:

AYE: Kelly Villanueva, Walt Bargaen, Joi Kempf, Kim Jorgensen, Stu Davis, Justin Shattuck, Ray Krakowski

NAY:

MOTION CARRIED UNANIMOUSLY

f. Discussion Regarding DDA Board Size. Board will remain at 7 members. Bylaws state Board will consist of up to 10 members.

g. Discussion Regarding Tuesday Evening Market. Mariya advised that vendor numbers are too low to continue with the evening market. July 19th will be last evening market for the 2022 season.

10. DIRECTOR’S REPORT

11. MEMBER COMMENTS

12. ADJOURNMENT

MOTION by Stu Davis, supported by Justin Shattuck, to adjourn the meeting at 6:31 pm.

MOTION CARRIED UNANIMOUSLY

Mariya Stout, Recording Secretary

Approved: August 08,2022