

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING  
MONDAY, March 14, 2022**

A regular meeting of the Downtown Development Authority was held on March 14, 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, Stu Davis, Ray Krakowski, Justin Shattuck, Kelly Villanueva

Absent: Trish Dennis, Steve Teets

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

**4. APPROVAL OF AGENDA**

**MOTION** by Walt Bargaen to add subsection (d) under New Business for discussion of Director Review.

**MOTION** by Stu Davis, support by Justin Shattuck, to approve the agenda with amendments.

**MOTION UNANIMOUSLY CARRIED**

**5. PUBLIC PARTICIPATION**

None

**6. APPROVAL OF MINUTES**

**REGULAR MEETING – February 21, 2021**

**MOTION** by Stu Davis, support by Kim Jorgensen, to approve the Regular Meeting minutes of February 21, 2022.

**MOTION CARRIED UNANIMOUSLY**

**7. FINANCIAL REPORT –**

**a. DDA Expenditure Report**

**b. Balance Sheet**

**c. Check Register Report**

**8. OLD BUSINESS**

**a. Discussion and Action regarding replacement of EV Chargers**

The director requested approval to apply for grants to replace the old EV Charger in the Farmers Market parking lot.

**MOTION by** Walt Bargaen, supported by Justin Shattuck, to approve the director’s request to apply for grants to replace the old EV Charger in the Farmers Market parking lot.

**MOTION CARRIED UNANIMOUSLY**

**9. NEW BUSINESS**

**a. Discussion and Action regarding Administrative Assistant’s Wage**

**MOTION by** Stu Davis, supported by Justin Shattuck, to increase the Administrative Assistant’s wage as requested to Fourteen Dollars per hour.

**ROLL CALL:**

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

NAY:

Absent: Steve Teets and Trish Dennis

**MOTION CARRIED UNANIMOUSLY**

**b. Discussion and Action regarding Dee’s Gourmet Cupcakes Lease**

The Director has proposed a request for a six-month lease renewal for Dee’s Gourmet Cupcakes on 150 Bancroft. The Board has agreed on rent in the amount of Two Hundred Fifty Dollars (\$250.00) for this lease term.

**MOTION by** Stu Davis, supported by Kelly Villanueva, to allow an extension on lease with Dee’s Gourmet Cupcakes at 150 Bancroft for amount stated.

**ROLL CALL:**

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

NAY:

Absent: Steve Teets and Trish Dennis

**MOTION CARRIED UNANIMOUSLY**

**c. Discussion and Action to Approve 2022-2023 Budget**

The DDA Director presented the budget proposal for 2022-2023 fiscal year.

**MOTION by** Ray Krakowski, supported by Kim Jorgensen, to approve the 2022-2023 budget as presented.

**ROLL CALL:**

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

NAY:

Absent: Trish Dennis and Steve Teets

**MOTION CARRIED UNANIMOUSLY**

**d. Discussion about Director's Review**

Stu Davis proposed that the committee in charge of the DDA Director's review meet and present said review at the next meeting in April.

**10. DIRECTOR'S REPORT**

**11. MEMBER COMMENTS**

**12. ADJOURNMENT**

**MOTION** by Stu Davis, supported by Kim Jorgensen, to adjourn the meeting at 6:16 pm.

**MOTION CARRIED UNANIMOUSLY**

---

Mariya Stout, Recording Secretary

**APPROVED: April 25, 2022**