

**IMLAY CITY DOWNTOWN DEVELOPMENT AUTHORITY**  
**REGULAR MEETING**  
**MONDAY, January 09, 2023**

A regular meeting of the Downtown Development Authority was held on January 09, 2023, 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: Walt Bargaen, Justin Shattuck, Kim Jorgensen, Stu Davis, Kelly Villanueva

Absent: Ray Krakowski, Joi Kempf

Also Present: City Manager, Craig Horton

**APPROVAL OF AGENDA**

**MOTION** by Stu Davis, supported by Kelly Villanueva, to approve the agenda with the correction of the last name of Justin Shattuck.

**MOTION UNANIMOUSLY CARRIED**

**4. APPROVAL OF MINUTES**

**REGULAR MEETING – December 12, 2022**

**SPECIAL MEETING – December 14, 2022**

**MOTION** by Justin Shattuck, supported by Stu Davis, to approve the Regular Meeting minutes of December 12, 2022, and to correct the Special Meeting date from December 14<sup>th</sup> to December 1<sup>st</sup>, 2022.

**MOTION CARRIED UNANIMOUSLY**

**5. FINANCIAL REPORT – Ending 12/31/2022**

**a. DDA Expenditure Report**

**b. Balance Sheet**

**c. Check Register Report**

**6. UNFINISHED BUSINESS**

**a. Billboard Discussion**

**7. NEW BUSINESS**

**a. DDA Director Position – Interim, Dana Walker**

Dana is willing to a 20 week for eight (8) weeks at \$65 an hour. Discussion followed.

**MOTION** by Stu Davis, supported by Kelly Villanueva, to post the DDA Director Position in the local paper.

**ROLL CALL VOTE**

Ayes: Davis, Villanueva, Shattuck, Borgen, Jorgensen

Nays: None

Absent: Kempf, Krakowski

**MOTION CARRIED.**

**b. Resignation Letter – Mariya Stout**

**MOTION** by Justin Shattuck, supported by Stu Davis, to accept the resignation of Mariya Stout with regrets and to ask her for an exit interview.

**MOTION CARRIED UNANIMOUSLY.**

**8. DIRECTOR’S REPORT – City Manager, Craig Horton**

Updated the Board on the work that had been finished at 150 Pop building.

**9. MEMBER COMMENTS**

**10. ADJOURNMENT**

**MOTION** by Stu Davis, supported by Kelly Villanueva, to adjourn the meeting at 6:23 pm.

**MOTION CARRIED UNANIMOUSLY**

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Kim Jorgensen, Secretary

**APPROVED: February 13, 2023**

**City Commission Approved: 02-21-2023**