



**DOWNTOWN DEVELOPMENT AUTHORITY AGENDA  
REGULAR MEETING – MARCH 4, 2021 – 7:00P.M.  
MINUTES**

**ROLL CALL OF MEMBERS**

**MEMBERS PRESENT:** Joe Pagano, Chairperson; James Martin, Vice Chairperson; Wendy Smith, Secretary/Treasurer; Members Michael Crowder, Alisa Maul and Diane Parker.

**MEMBERS ABSENT:** Mark Hammond, Mayor, Standing Member; Member Tracy Cooper and Shayla Hopper.

**ALSO PRESENT:** Liz Hendley, AICP, Director/Economic Development Director; Bruce Hammond of C.E. Raines Company; Brian Keeseey, McKenna Associates; Matt Zick, City Attorney; Bill Barker and Erica Hussey.

**NOTE:** No motion was made to excuse the absent members. It will be on the agenda for the meeting in April.

**APPROVAL OF MINUTES**

**Motion by Martin, supported by Crowder to approve the minutes of the Regular Meeting of February 4, 2021. All present voting “Yes”.**

**CITIZENS TO BE HEARD**

None.

**MEMBERS’ AND CONSULTANTS’ REPORTS**

Vice Chairperson Martin reported he was glad to see the weather getting warmer.

Member Parker reported on the activities of Flat Rock Our Hometown including the Goose Chase taking place on April 3 from 1-4pm (taking the place of the Easter Egg Hut this year). There are 10 stops and the event is in conjunction with Kirby Church. Over 200 participated last year and it will bring traffic to several Flat Rock businesses. Concerts in the park (4) and Movies in the park (1-2) are being developed over the Summer months.

Secretary/Treasurer Smith also commented on the weather getting better.

Member Maul encouraged everyone to shop and dine local.

Member Crowder echoed the nicer weather sentiments and noted his business is picking up.

Chairperson Pagano had nothing to report that wasn’t already on the agenda.

**NEW BUSINESS**

DTE Purchase Agreement – Huroc Park Receptacles: **Motion by Martin, supported by Crowder to approve the agreement as presented. All present voting “Yes”.**

DTE Lighting on Telegraph between Ypsilanti and Viaduct: **Motion by Maul, supported by Martin to table the item for additional information. All present voting “Yes”.**

DDA Electronic Sign Bid Award Recommendation – Telegraph and Vreeland: **Motion by Maul, supported by Martin to approve the bid award recommendation as presented. All present voting “Yes”.**

CVS Plaza Irrigation: Director Hendley explained that we are waiting on a response from CVS Plaza.

2021/2022 Budget: Move to April Agenda.

**OLD BUSINESS**

Review of Place + Main Documents and Proposed Logo/Place Branding (previously sent via email): **Motion by Martin, supported by Maul to approve the proposed logo and place branding and forward to City Council for their approval. All present voting “Yes”.**

Bronner’s Christmas Decorations: **Motion by Martin, supported by Maul to order at least six (6) of the Artic II decorations for light poles along Telegraph. All present voting “Yes”.**

Vreeland/Telegraph Road Sign (Meijer/CVS Plaza): City Attorney Zick spoke about his conversation with Meijer’s General Counsel in that they would pay the \$80,000 providing that the Meijer logo was increased in size from 8” to 12” and no other advertising for similar product would be placed on the sign.

Development Plan Update and Review: Planning Consultant Keesey noted that the dollar amounts on page 39 needed to be reviewed and updated by Treasurer Beard and that the Champions Column on page 16 under Goals and Objectives needed to be completed.

26139 Gibraltar Road Status: Move to April Agenda. Director Hendley to get demolition costs to Chairperson Pagano ASAP.

**DDA FINANCIAL REPORTS**

**Dated 3/4/21.**

**PAYMENT OF CURRENT BILLS**

**Motion by Pagano, supported by Martin to approve the payment of current bills. All present voting “Yes”.**

<b>FROM</b>	<b>FOR</b>	<b>AMOUNT</b>
City of Flat Rock	See attached	\$58,625.77
Kaleidico	#4032 Web Hosting and Maintenance	\$100.00
Media News Group	News Herald Bid for Telegraph/Vreeland Sign	\$848.50
	<b>TOTAL:</b>	<b>\$59,574.27</b>

**CORRESPONDENCE AND MISCELLANEOUS INFORMATION**

None.

**ADJOURNMENT**

**Motion by Pagano, supported by Martin to adjourn the meeting. All present voting “Yes”. The meeting was adjourned at 8:22p.m.**

Respectfully Submitted,  
Elizabeth Hendley, Director

**Members of the Downtown Development Authority**

**Joseph A. Pagano**, Chairperson, June 13, 2022; **James Martin**, Vice Chairperson, June 13, 2022; **Wendy Smith**, Secretary/Treasurer, June 13, 2022; **Mark Hammond**, Mayor, Standing Member; **Tracy Cooper**, June 13, 2024; **Michael Crowder**, June 13, 2024; **Shayla Hopper**, June 13, 2022; **Alisa Maul**, June 13, 2022; **Diane Parker**, June 13, 2024; **Liz Hendley**, Director  
**cc: Newspapers, Charles E. Raines Co., McKenna Associates PLEASE Notify Liz at 734-789-2323 if you cannot attend!**



