



**DOWNTOWN DEVELOPMENT AUTHORITY AGENDA
REGULAR MEETING – SEPTEMBER 2, 2021 – MINUTES**

ROLL CALL OF MEMBERS

Chairperson Pagano called the meeting to order at 7:01 p.m.

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

MEMBERS ABSENT: Mayor Mark Hammond, Standing Member; Members Shayla Hopper and Alisa Maul.

ALSO PRESENT: Liz Hendley, AICP, Director/Economic Development Director; Brian Keesey, McKenna Associates, Matt Sype, C.E. Raines.

Motion by Martin, supported by Cooper to excuse the absent members. All present voting “Yes”.

APPROVAL OF MINUTES

Motion by Martin, supported by Smith, to approve the minutes of the Regular meeting of August 5, 2021. All present voting “Yes”.

CITIZENS TO BE HEARD

None.

MEMBERS’ AND CONSULTANTS’ REPORTS

Member Cooper asked about Leo’s. Member Parker noted they were redesigning.

Member Parker spoke about a second store she purchased in Clawson and Spooktacular.

Vice Chairperson Martin spoke about banners.

Matt Sype spoke about a change order for Garden Boulevard irrigation: **Motion by Cooper, Supported by Parker to repair irrigation. All present voting “Yes”.** Also discussed was using Grosse Ile Lawn and Sprinkler to blow out the system when installing Christmas Lighting.

Chairperson Pagano spoke about the Car Show and Riverfest, the sidewalk by Dairy Queen (dumpster in sidewalk ROW) and noted we need to finish the sidewalk in that area. Sidewalks along Telegraph from Matilda to the City limits are also a priority. **Motion by Martin, supported by Pagano to do a feasibility study on the sidewalks along Telegraph. All present voting “Yes”.**

Heather Beitler from Parks and Recreation spoke about Winterfest and asked for support for banners. Banners will be covered by Flat Rock Our Hometown.

OLD BUSINESS

Vreeland/Telegraph Road Sign (Meijer/CVS Plaza) Status: Complete

26139 Gibraltar Road Status: Waiting on legal information from seller.

CVS Plaza Irrigation Status: Solved per Matt Sype.

Arsenal/Atwater Traffic Discussion Status: Keep on agenda until a mutually convenient date is decided upon.

NOTE: Move Old Business before New Business in all future agendas!

DDA FINANCIAL REPORTS

Dated 8/24/21

PAYMENT OF CURRENT BILLS

Motion by Cooper, supported by Crowder, to approve the current bills. All present voting "Yes".

FROM	FOR	AMOUNT
Kaleidico	Website	\$100.00
GLC	August Invoice #251419	\$2,478.56
C.E. Raines	#18008, 26139 Gibraltar	\$535.06
C.E. Raines	#18003, Vreeland Sign	\$702.54
C.E. Raines	#18001, Garden Blvd. Landscaping	\$2,176.49
C.E. Raines	#17998, DDA General Consulting	\$302.60
C.E. Raines	#16807, DDA General Consulting	\$351.05
McKenna	#90080-46, Vreeland Plaza/DDA Meeting	\$201.25
McKenna	#90080-45, DDA Plan, Garden Blvd	\$402.50
McKenna	#90080-44, Garden, Meetings, Public Hearing Notice	\$1,873.75
McKenna	#90080-42, Garden, Vreeland, Meeting, Dev. Plan	\$1,173.75
Vision Holdings of Michigan	Façade Grant Reimbursement, GoJo's	\$10,000.00
Carey & Paul Group	Movie in the Park	\$487.50
City of Flat Rock	See attached	\$49,674.73
SignORama	Banners	\$462.00
GRAND TOTAL:		\$70,921.78

CORRESPONDENCE AND MISCELLANEOUS INFORMATION

Late Correspondence was the invoice from SignORama for banners in the amount of \$462.00. Add to Payment of current bills.

ADJOURNMENT

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!