



**DOWNTOWN DEVELOPMENT AUTHORITY AGENDA
REGULAR MEETING MINUTES – APRIL 7, 2022 – 7:00P.M.**

ROLL CALL OF MEMBERS

Chairperson Pagano called the meeting to order at 7:01p.m. in the City Council Chambers.

MEMBERS PRESENT: Chairperson Pagano; Vice Chairperson Martin; Secretary/Treasurer Smith; Mayor Hammond; Members Hopper (7:18p.m.), Maul and Parker

MEMBERS ABSENT: Member Michael Crowder

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

APPROVAL OF MINUTES

Motion by Maul, supported by Martin, to approve the minutes of the Regular Meeting of March 3, 2022. All present voting “Yes”.

CITIZENS TO BE HEARD

Sue Farrar spoke about the clock tower in Huroc Park not working. She also questioned the whiskey barrels that used to be maintained by the Beautification Commission at Huroc Park being in disrepair. Discussion ensued regarding replacing the whiskey barrels and possibly replacing them with planters that would match the ones on Garden Boulevard. Matt Sype stated there is no irrigation available. Board decided to have GLC look at potential solutions.

MEMBERS’ AND CONSULTANTS’ REPORTS

Member Maul reported that business is good.

Vice Chairperson Martin asked about shutting off the cobra lights in the Downtown near the viaduct to see the lighting level. Chairperson Pagano noted that he is waiting on a report from DTE. Discussion ensued regarding lighting levels and the DDA Board feels there is plenty of light with the new lighting.

Motion by Martin, supported by Maul, to remove the cobra lighting along Telegraph near the viaduct. All present voting “Yes”. Chairperson Pagano said he will let DTE know.

Mayor Hammond spoke of the dumpster placement at Dairy Queen. Discussion ensued regarding this being a grandfathered issue in relationship to Zoning regulations. The sidewalk in the area along Atwater is missing. The Mayor recommended that the 3 or 4 slabs of concrete be replaced and added to the City’s concrete bid. Matt Sype mentioned that the gentlemen who was supposed to do the traffic study in the area has changed jobs and is now with Fishbeck. **Motion by Hammond, supported by Martin, to replace the 3 to 4 slabs of concrete along Atwater near the Dairy Queen once the City receives concrete bids. All present voting “Yes”.**

Member Hopper noted that business is very good.

Member Parker talked about the upcoming Easter Egg Hunt on Saturday, April 9, 2022. It is scaled down from years past but she noted that Heather from Recreation is doing a great job on partnering with Flat Rock Our Hometown to make these events a success. FROH and Recreation are doing 2 movies and 6 concerts throughout the summer season. The News Herald ad featured salons and spa services. Next run will include medical services. They are planning a restaurant week in May. Of the bills that have been incurred in getting ready for these events, **Motion by Parker, supported by Hammond., to approve the expenses for Tosha Owens in the amount of \$1,200 and \$1,288 to Stardust Theater Rentals. All present voting "Yes".**

Secretary/Treasurer Smith updated the Board on the banking changes and will bring information to the next meeting.

Matt Sype mentioned the demolition of the Car Wash on Telegraph Road.

Chairperson Pagano spoke about the need for the installation of sidewalks along Telegraph from Matilda north to the City limits (gas station) on the west side. Motion by Pagano, supported by Parker, to direct C.E. Raines to perform a survey and get bids. All present voting "Yes".

Chairperson Pagano discussed the grand opening of Mimi's Pizza on Friday. Vice Chairperson Martin noted Monday's and Friday's were good days for ribbon cuttings if the Mayor cannot attend. He also gave an update on the Gibraltar Road property.

Liz, Matt and Brian are to meet regarding the Arsenal Street traffic study as it relates to the Master Plan and noted that it should be included with input from the Recreation Master Plan for Arsenal Road.

Discussed the potential of a permanent versus temporary band shelter type structure on the island for festivals. Limitations to building in the floodplain/floodway were discussed. Put on the next agenda.

Matt will take care of the interior lighting in the gazebo.

OLD BUSINESS

2022-23 Budget: **Motion by Martin, supported by Parker, to allocate the same funding as 2021-22. All present voting "Yes".**

NEW BUSINESS

Food Truck Memo: Liz will forward any concerns to the Planning Commission.

Façade Rehabilitation Grant Reimbursement, Bill Miller: **Motion by Martin, supported by Maul, to reimburse Mr. Miller in the amount of \$1,500, as originally approved. All present voting "Yes".**

Façade Grant Application, 29015 Gibraltar: Location is not within the DDA District.

Façade Grant Application, 27014 Telegraph, Verizon Wireless: **Motion by Maul, supported by Pagano, to approve the application in the amount of \$2,500.00. All present voting "Yes".**

Placer.ai Discussion and Proposal: After much discussion about the potential benefits of the service, **Motion by Pagano, supported by Martin, to approve the contract in the amount of \$9,000.00 for the first year. All present voting "Yes".**

DDA FINANCIAL REPORTS

Dated 4/6/22.

8. PAYMENT OF CURRENT BILLS

FROM	FOR	AMOUNT
Kalideico	Website	\$100.00
Michigan Downtown Association	Statewide Conference Registration	\$195.00
Vintage Blossoms	Christmas Passport Program Reimbursement	\$80.00
Monroe Signs	Spooktacular	\$99.00
GLC	Snow Removal 5 of 5	\$500.00
Masserant's	Christmas Passport Program Reimbursement	\$90.00
21 st Century Media	Flat Rock Our Hometown Full Page Ads	\$600.00
	GRAND TOTAL:	\$1,664.00

9. CORRESPONDENCE AND MISCELLANEOUS INFORMATION

Information relayed by Michelle St. Pierre regarding the Clock in Huroc Park and DDA Sign at Telegraph and Vreeland was relayed.

10. ADJOURNMENT

Motion by Martin, supported by Smith, to adjourn the meeting. All present voting "Yes". The meeting was adjourned at 8:31p.m.

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; 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!