



**DOWNTOWN DEVELOPMENT AUTHORITY MINUTES
REGULAR MEETING – MAY 5, 2022 – 7:00P.M. – CITY COUNCIL CHAMBERS**

ROLL CALL OF MEMBERS

Chairperson Pagano called the meeting to order at 7:04 p.m.

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 Shayla Hopper.

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

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

APPROVAL OF MINUTES

Motion by Crowder, supported by Smith, to approve the minutes of the regular meeting of April 7, 2022. All present voting “Yes”.

CITIZENS TO BE HEARD

Sue Farrar announced the City wide garage sale.

MEMBERS’ AND CONSULTANTS’ REPORTS

Secretary/Treasurer Smith noted she is excited for Shop Hop to return. The banking industry is tough in regards to new loans with interest rates increasing.

Member Parker reported that business is good and very busy. She spoke about the upcoming Restaurant Week promotion, Movies and Concerts in the Park and the Taste of Flat Rock.

Member Maul announced that they now offer soft serve frozen yogurt. They are busy at the store and did the Del Webb Spring event as a vendor. Noted that the car wash being gone is great.

Member Crowder said business is going good and that parking spaces need to be repainted. He wants the DDA or the City to consider doing an event for Cinco de Mayo in the future in Huroc Park or Downtown.

Vice Chairperson Martin indicated that Councilmember Dishaw is interested in new water lines in the Downtown. A discussion about water and sewer took place.

Chairperson Pagano stated that he wants to make a formal request to DTE to turn off the cobras on Telegraph Road. This should result in a reduced rate. With 11 cobras, there are very few dark spots with them off. **Motion by Pagano, supported by Maul, to make the formal request to DTE to turn the cobra lights off. All present voting “Yes”.**

Discussion ensued regarding DPS checking power to the clock tower, Atwater/Telegraph sidewalk survey and gazebo lighting to be placed on next agenda.

OLD BUSINESS

Band shell/structure discussion: Exploration of the feasibility of a structure in Huroc Park. In a floodway, structure must be able to break away. Soil borings and engineering survey would need to be done. Could use natural cover/vines to discourage graffiti.

Arsenal Road Survey: add W. Huron River Drive parking (Wayne County ROW) and set up an internal meeting in May.

Budget: **Motion by Parker, supported by Crowder, to approve the DDA budget. All present voting "Yes".**

Banking: **Motion by Martin, supported by Parker, to move all funds to First Merchant's. All present voting "Yes".**

NEW BUSINESS

Façade Grant Reimbursement: 27500 Telegraph Road: Motion by Martin, supported by Parker to approve the reimbursement. All present voting "Yes".

Planters to replace whiskey barrels at Huroc Park: Handouts were distributed. **Motion by Maul, supported by Martin, to support Marvaso creating the designs and completing the 4 planters at Garden Boulevard in both the Spring and the Fall at a price not to exceed \$500. All present voting "Yes".**

DDA Fencing: Grace Church requested supplies to repaint DDA fencing throughout the district. **Motion by Martin, supported by Maul to allow for the purchase of Gloss Black Rustoleum, Paint Thinner, Brushes and Scrapers, Rags and Plastic for protection of the surfaces in an amount not to exceed \$1,000. All present voting "Yes".**

Bench placement/Bike Racks: Locations to be marked. Brian and Matt to go out with DPS and plan installation ASAP.

Billboard advertising: Member Maul suggested using billboards to encourage shopping in the Downtown. Member Parker noted how expensive they were and that they often result in multi-term contracts. Liz to find out cost of billboard at Vreeland and Hall and bring information to next meeting.

DDA FINANCIAL REPORTS

Dated 5/2/22

PAYMENT OF CURRENT BILLS

Motion by Martin, supported by Smith, to pay the current bills. All present voting "Yes".

FROM	FOR	AMOUNT
Kalideico	Website	\$100.00
C.E. Raines	General Consulting Charges 18614	\$278.38
McKenna	Professional Services 90080-54	\$230.00
City of Flat Rock	See attached	\$56,785.84
GLC	Late correspondence	\$4,624.99
27500 Telegraph	Façade Grant Reimbursement	\$10,000.00
DDA Transfer of Funds	To First Merchants	\$579,074.27
	Grand Total:	\$651,348.48
	GRAND TOTAL:	\$

CORRESPONDENCE AND MISCELLANEOUS INFORMATION

GLC Invoice

ADJOURNMENT

Motion by Crowder, supported by Martin, to adjourn the meeting. All present voting "Yes". The meeting was adjourned at 9:02p.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!