



**DOWNTOWN DEVELOPMENT AUTHORITY AGENDA  
REGULAR MEETING – OCTOBER 5, 2023 – 7:00P.M. – CITY COUNCIL CHAMBERS**

**1. ROLL CALL OF MEMBERS**

**2. APPROVAL OF MINUTES**

- a. Minutes of the Regular Meeting of September 7, 2023.

**3. CITIZENS TO BE HEARD**

**4. MEMBERS' AND CONSULTANTS' REPORTS**

**5. OLD BUSINESS**

- a. Arsenal Road Traffic Study and Proposed Design Options – **via phone**
- b. Participation in Michigan Class per Treasurer Beard
- c. Streetscape Design North of the Viaduct (McKenna), updates on bids and procuring trees locally
- c. Wayfinding Discussion
- f. Media – News Herald/Monroe News Comparison
- g. Boat Ramp Update

**5. NEW BUSINESS**

- a. Grosse Ile Lawn & Sprinkler Christmas Décor
- b. MI Grants – Flat Rock Boat Launch Intergovernmental Agreement
- c. Approval of Concert and Movie in the Park Expenditures
- d. Ribbon Cuttings: Smoothie King, Instinct Salon 10<sup>th</sup> Year Anniversary
- e. Spooktacular Flyer
- f. Banner Program in 2024
- g. New DDA Member
- h. DDA Director Job Description
- i. Solve Design Create Website Proposal
- j. Aesthetics Homework: Grades and Awards for Businesses
- k. Destination Downriver Presentation – Economic/Environmental Summit
- l. Maryland Department of Transportation Walktober Webinars

**6. DDA FINANCIAL REPORTS**

- a. Checking Account Statement
- b. Reports Dated 9/26/23

**7. PAYMENT OF CURRENT BILLS**

<b>FROM</b>	<b>FOR</b>	<b>AMOUNT</b>
City of Flat Rock	Participation in MI Class	\$300,000.00
Liz Hendley	Reimbursement CSO Meeting (Meijer/Sugar Island)	\$187.82
GoJo’s Grub House	CSO Lunch	\$300.00
McKenna & Associates	July/August	\$1,415.00
Dominic Gaglio	Sidewalk Program	\$48,049.80
Micheal Randazzo	DJ Services – Spooktacular	\$350.00
Kaleidico	Website Services	\$104.00
Grosse Ile Lawn Sprinkler	Christmas Décor	\$32,297.28
Mr. Inflatable Bounce Houses & Moonwalks	Spooktacular	\$615.00
Denise Guttenschwager	Sweet Potato for Spooktacular	\$230.00
Carol Owens	Carrie Ann Clown for Spooktacular	\$230.00
C.E. Raines	Sidewalk Program	\$226.35
C.E. Raines	DDA General Consulting	\$351.05
C.E. Raines	North Telegraph Streetscape Improvements	\$771.21
C.E. Raines	Sidewalk Replacement #20233	\$195.90
City of Flat Rock	See attached	\$1,195.95
GLC	Monthly Maintenance	\$2,514.28
Feezell Enterprises	Web and E-mail service hosting	\$1,200.00
	<b>Grand Total:</b>	<b>\$390,233.64</b>

**8. CORRESPONDENCE AND MISCELLANEOUS INFORMATION**

**9. ADJOURNMENT**

**Members of the Downtown Development Authority :**

**Joseph A. Pagano**, Chairperson, November 30, 2026; **James Martin**, Vice Chairperson, June 20, 2026; Diane Parker, June 13, 2024 Secretary/Treasurer;  
**Mark Hammond**, Mayor, Standing Member; **Jeff Berro**, November 1, 2027; **Michael Crowder**, June 13, 2024;  
**Shayla Hopper**, November 30, 2026; **Cameron Malnofski**, November 1, 2027; **Liz Hendley**, Director  
*cc: Newspapers, Charles E. Raines Co., McKenna Associates PLEASE Notify Liz at 734-789-2323 if you cannot attend!*