



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

**WELCOME NEW MEMBERS!**

**Chairperson Pagano and the rest of the attending DDA Board welcomed new members Jeff Berro and Cameron Malnofski.**

**ROLL CALL OF MEMBERS**

Chairperson Pagano called the meeting to order at 7:00 p.m.

**MEMBERS PRESENT:** Joe Pagano, Chairperson; James Martin, Vice Chairperson; Secretary/Treasurer Wendy Smith; Members Jeff Berro, Shalya Hopper and Cameron Malnofski.

**MEMBERS ABSENT:** Standing Member Mayor Mark Hammond; Members Crowder and Parker.

**ALSO PRESENT:** City Attorney Matt Zick; Brian Keeseey, McKenna Associates and Matt Sype, C.E. Raines

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

**APPROVAL OF MINUTES**

**Motion by Pagano, supported by Smith, to approve the minutes of the Regular Meeting of December 1, 2022 with corrections. All present voting “Yes”.**

**CITIZENS TO BE HEARD**

None

**MEMBERS’ AND CONSULTANTS’ REPORTS**

Member Hopper reported that all is good and things were very busy during the holidays.

Vice Chairperson Martin noted that the lights looked good and that some have been removed. Is DTE going to remove the cobras on Telegraph? Have they been paid to do so? Recollection is that it was an \$11,000 project. Chairperson Pagano to follow up.

New Member Berro reported his businesses are doing well.

Secretary/Treasurer Smith discussed the rising prime rate and noted that business is slow because it has increased so much.

Chairperson Pagano requested a time frame/ work order for removing the wall around the clock tower from the DPS. Director Hendley will follow up.

## OLD BUSINESS

Gazebo Lighting and Bridge Power: Joe/Matt noted bid documents are prepared and they are ready to go to bid before the end of June. **Motion by Martin, supported by Malnofski, to put the package out to bid. All present voting "Yes".**

Updated Streetscape Design North of the Viaduct (McKenna), Pricing on North and South viaduct: An Arborist is to evaluate the trees north of the viaduct. Information on next agenda.

Arsenal Road: Meeting for Traffic Study Draft Minutes: Send to all others in attendance. No comments at this time.

Telegraph Sidewalk Repair/Replacement: Matt/Jeff: To assist in making the program run seamlessly, the DDA would be willing to foot the costs of properties in the DDA district with the understanding that they would be reimbursed when the payments come in. Estimates will be provided for the March meeting.

Maintenance on Clocks: **Motion by Martin, supported by Smith, to pay up to \$500 as DDA's ½ of the contract and to place the contract on the next Council meeting agenda for the consideration of the Mayor and City Council.**

Destination Downriver Updates: Director Hendley, who also serves as Co-Chair of Destination Downriver, provided the latest updates including an upcoming story on WDIV.

Banner Storage Progress: Director Hendley noted the project is completed. Ready to go through old banners with Chairperson Pagano and coordinate the 2023 program.

Event Lighting at Huroc Park: Joe/Matt: Move to next agenda.

## NEW BUSINESS

Request by Police Chief to purchase Radar Device for watching speeds (\$5,000): The DDA Board wishes to wait to see where signs can be placed according to MDOT. Chief Page will report back.

Donation to Train Station for Power Used for Christmas Lights (\$50): **Motion by Martin, supported by Smith, to donate \$50.00 to the Train Depot for electricity used for the Christmas Lights. All present voting "Yes".**

Banking Discussion: Secretary/Treasurer Smith will discuss access with First Merchant's.

## DDA FINANCIAL REPORTS

Dated 12/29/22

**PAYMENT OF CURRENT BILLS**

**Motion by Martin, supported by Hopper, to pay the current bills. All present voting “Yes”.**

FROM	FOR	AMOUNT
GLC	Landscaping Maintenance	\$500.00
C.E. Raines	DDA General Consulting Services #19352	\$484.08
C.E. Raines	DDA Sidewalk: Telegraph Matilda to North City Limit	\$3,000.00
Kaleidico	Web Hosting and Maintenance	\$104.00
Grace Church	Reissue check	\$452.41
Grosse Ile Lawn Sprinkler	Christmas Lights: Huroc Park	\$1,433.00
City of Flat Rock	See attached	\$7,801.94
	<b>GRAND TOTAL:</b>	<b>\$13,323.02</b>

**CORRESPONDENCE AND MISCELLANEOUS INFORMATION**

Letter to Sue Farrar re: Christmas Decoration Costs

It was discovered that three (3) title searches for property easements in the area of the Telegraph Road Sidewalk Project needed to be completed per the City Attorney. **Motion by Pagano, supported by Martin to pay the expenses at \$775 each for a total of \$2,325. All present voting “Yes”.**

In regards to Christmas decorations from Bronner’s for next year, Director Hendley will bring information to next meeting for Garden Boulevard ideas and new pole decorations. On Huron River Drive and Gibraltar, the DDA Board would like to alternate color and white on the poles for next year.

**ADJOURNMENT**

**Motion by Martin, supported by Pagano, to adjourn the meeting. All present voting “Yes”. The meeting was adjourned at 8:21p.m.**

**Members of the Downtown Development Authority**

**Joseph A. Pagano**, Chairperson, November 30, 2026; **James Martin**, Vice Chairperson, June 20, 2026; **Wendy Smith**, Secretary/Treasurer, June 20, 2026; **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; **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!**