



**DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES
REGULAR MEETING – FEBRUARY 2, 2023 – 7:00P.M. – CITY COUNCIL CHAMBERS**

ROLL CALL OF MEMBERS

Chairperson Pagano called the meeting to order at 7:05 p.m.

MEMBERS PRESENT: Chairperson Joe Pagano; Vice Chairperson James Martin; Secretary/Treasurer Wendy Smith; Members Jeff Berro, Shalya Hopper (7:10) and Diane Parker.

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

ALSO PRESENT: Chief Jerry Page and Matt Sype, C.E. Raines

Motion by Martin, supported by Pagano, 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 January 5, 2023. All present voting “Yes”.

CITIZENS TO BE HEARD

Jeramiah North representing the Flat Rock Rotary thanked the DDA/FROH for putting their event up on the Facebook page and offered services to the DDA and City for help with festivals and events.

MEMBERS’ AND CONSULTANTS’ REPORTS

Vice-Chairperson Martin noted that it has been very cold!

Member Berro feels business has been better but will pick up with the warmer weather. He plans on doing a patio.

Member Parker was glad to get through January, which is a notoriously slow month for them. She now has 21 stores in Ohio. She spoke briefly about a business expo with businesses to the public perhaps at the community center.

Member Hopper said they have been busy and all is good.

Chairperson Pagano stated that the Train Depot is open and spoke of the Elks Fish Fry.

Matt Sype of C.E. Raines spoke about the prices that contractor Dominic Gaglio was proposing for Telegraph from Matilda north to the City limits. Motion by Pagano, supported by Martin, to authorize C.E. Raines to accept a maximum of \$68,000 contingent on City Council approval of the contract.

Also discussed with the coordination with the City sidewalk program. Motion by Pagano, supported by Martin, to approve \$132,000 in DDA sidewalks in coordination with City Council. Also look at Huron Street between Telegraph and Atwater.

OLD BUSINESS

Updated Streetscape Design North of the Viaduct (McKenna), Pricing on North and South viaduct: Next agenda

Destination Downriver: **Motion by Pagano, supported by Parker, to approve the renewal of membership. All present voting "Yes".**

Banners 2023: Next meeting

Event Lighting at Huroc Park: Pre-bid held, estimate is \$30-31k. No interest from contractors that are up to their bond capacities. Discussion regarding waiving of bond requirements with City Attorney. **Motion by Pagano, supported by Martin, to get an opinion from the City Attorney. All present voting "Yes".**

Radar Device (Chief Page) Purchase and MDOT Information: **Motion by Berro, supported by Smith, to purchase two (2) radar devices per the Police Chief's estimate. All present voting "Yes".**

Banking Discussion: Access is still being worked on by Secretary/Treasurer Smith.

Wayfinding Discussion: Put packet together for next meeting.

NEW BUSINESS

Façade Grant Reimbursement, Lather Barbershop: **Motion by Martin, supported by Hopper, to approve the reimbursement to Lather Barber Shop. All present voting "Yes".**

Business Forum Discussion: Next month's agenda.

Bronner's/Christmas Decorations Selections: **Motion by Martin, supported by Smith, to allocate \$15,000 for the 2023 Christmas decorations. All present voting "Yes".**

DDA FINANCIAL REPORTS

Dated 1/30/23 and Checking Account Statement for 12/-12/31/22

PAYMENT OF CURRENT BILLS

FROM	FOR	AMOUNT
GLC	Landscaping Maintenance	\$500.00
C.E. Raines	DDA General Consulting Services #19440	\$653.65
C.E. Raines	Telegraph Sidewalk Matilda to North City Limits #19444	\$498.68
C.E. Raines	Huroc Park Additional Power #19451	\$1,269.25
Kaleidico	Web Hosting and Maintenance	\$104.00
Train Depot	Donation for Electricity	\$50.00
The Verdin Company	Clock Maintenance	\$497.50
Michigan Title Insurance Agency, Inc.	Title Search/Work Fees	\$2,325.00
City of Flat Rock	See attached	\$9,653.72
Lather Barbershop	Façade Grant Reimbursement	\$4,058.88
SWCRC	Destination Downriver Annual Support	\$5,000.00
	GRAND TOTAL:	\$24,610.68

CORRESPONDENCE AND MISCELLANEOUS INFORMATION

Letter to DTE requesting updated estimate for removal of cobra lights on Telegraph/directive to do

ADJOURNMENT

Motion by Martin, supported by Parker, to adjourn the meeting. All present voting "Yes." The meeting was adjourned 8:47p.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!