



**Village of Birch Run Downtown Development Authority
Thursday, May 16, 2019, 7:30 a.m.
Village Council Chambers, 12060 Heath Street
Birch Run, Michigan**

MINUTES

Call to Order

The regular meeting of the Village of Birch Run Downtown Development Authority was called to order by DDA Chair Blaike Stafford at 7:30 a.m. on Thursday, May 16, 2019, in the Village Council Chambers with the Pledge of Allegiance to the Flag of the United States of America.

Roll Call:

Present: Blaike Stafford, Chair; Dave Raquepaw, Vice Chair; Dennis Fent; Marianne Nelson; and Gary Putnam

Absent: Mary Ann Gillett; JoAnn Langmaid; and Andy Suski

Also Present: Paul T. Moore, DDA Director/Village Manager; Lisa Duffett, DDA Secretary/Village Treasurer; Nick Guzik, Signs By Crannie; Brady Totten, Birch Run Township

Approval of the Agenda

Motion by Nelson, seconded by Putnam to approve the Agenda.
Motion Carried

Staff Reports

- A. Police Chief's Report
Moore presented Chief Leidel's report
- B. DDA Secretary's Report
Duffett presented her report
- C. DDA Director's Report
Moore presented his report

Motion by Fent, seconded by Nelson to accept reports.
Motion Carried

Public Comment (Five-minute time limit per person)

A. Public Comments

Nick Guzik, Project Manager & Major Account Specialist for Signs By Crannie, thanked the DDA Board for their continued support. Guzik states he and Paul Moore visited the City of Frankenmuth to look at the different options of radar speed signs throughout the city.

Approval of Minutes

A. February 21, 2019 – Regular DDA Board Meeting

Motion by Nelson, seconded by Raquepaw to approve the February 21, 2019 – Regular DDA Board Meeting Minutes.

Motion Carried

Financial Matters

- A. Balance sheet for DDA General Fund (275) as of February 28, 2019.
- B. Revenue & Expenditure Report for DDA General Fund (275) as of February 28, 2019.
- C. Balance sheet for DDA General Fund (275) as of March 31, 2019.
- D. Revenue & Expenditure Report for DDA General Fund (275) as of March 31, 2019.
- E. Balance sheet for DDA General Fun (275) as of April 30, 2019
- F. Revenue & Expenditure Report for DDA General Fund (275) as of April 30, 2019
- G. General Ledger Distribution Report thru May 8, 2019 as presented in the total amount of \$10,347.34.

Motion by Nelson, seconded by Fent to approve Financial Matters A-G.

Motion Carried

Informational Session

- A. In accordance with Public Act 57 of 2018, the DDA Board held the first of two informational meetings this year.
- B. Notification requirements were met.
- C. Paul Moore reviewed the most current DDA Annual Report.
- D. There was no Public Comment.
- E. The DDA Board Members discussed the DDA Annual Report.

Unfinished Business

None

New Business

A. Resolution #19-03-DDA, Authorization to Purchase Solar-Powered Radar Traffic Devices

Moore states the five radar speed signs will be placed at five entrance locations into the Village limits. Fent asked Moore if all five signs will be at entrances into the DDA District. Moore stated yes.

Motion by Nelson, seconded by Raquepaw to approve Resolution #19-03-DDA, Authorization to Purchase Solar Powered Radar Traffic Devices

Motion Carried

B. Resolution #19-04-DDA, Approval of 2019-2020 General Fund Budget

Nelson thanked Paul Moore for the phenomenal job that he continues to do every year with the budget.

Motion by Fent, seconded by Putnam to approve Resolution #19-04-DDA, Approval of 2019-2020 General Fund Budget
Motion Carried

C. Resolution #19-05-DDA, Approval of Tax Increment Revenue Sharing Agreement for the exclusion of the Village of Birch Run Street 1.5000 mil tax levy for Street Maintenance and Improvement

Motion by Raquepaw, seconded by Putnam to approve Resolution #19-05-DDA, Approval of Tax Increment Revenue Sharing Agreement for the exclusion of the Village of Birch Run Street 1.5000 mil tax levy for Street Maintenance and Improvement

Yeas: Nelson, Fent, Putnam, Raquepaw, Stafford

Nays: none

Abstain: none

Motion Carried

D. Motion to authorize a contribution of \$750 to the Birch Run Beautification Committee to enhance the appearance of the DDA District

Motion by Raquepaw, seconded by Fent to authorize a contribution of \$750 to the Birch Run Beautification Committee to enhance the appearance of the DDA District

Motion Carried

Other

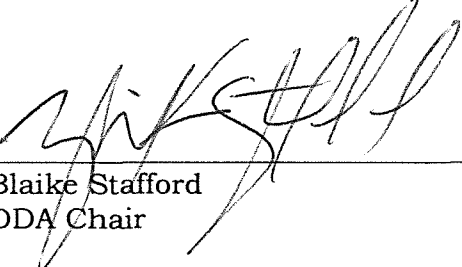
- A. *Reminder:* Village Offices will be closed on Monday, May 27, 2019 in observance of Memorial Day

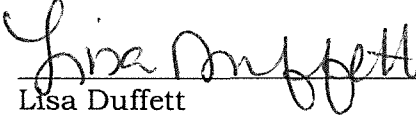
Meeting Announcements

- A. Village Council Meeting, Monday, May 20, 2019 at 7:00pm
B. DDA Board Meeting, Thursday, June 13, 2019 at 7:30am
C. Village Council Meeting, Monday, June 24, 2019 at 7:00pm
(All meetings are held in the Village Council Chambers unless noted)

Adjournment

Motion by Fent, seconded by Nelson to adjourn the meeting at 8:19 a.m.
Motion Carried


Blaike Stafford
DDA Chair


Lisa Duffett
DDA Secretary//Treasurer