



**Village of Birch Run Downtown Development Authority
Thursday, February 21, 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 7:33 a.m. on Thursday, February 21, 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, Gary Putnam, and Andy Suski

Absent: Mary Ann Gillett and JoAnn Langmaid

Also Present: Paul T. Moore, DDA Director/Village Manager; Lisa Duffett, DDA Secretary/Village Treasurer; Jason Leidel, Police Chief

Approval of the Agenda

Motion by Suski, seconded by Raquepaw to approve the Agenda.
Motion Carried

Staff Reports

A. Police Chief's Report

Chief Leidel presented his report

B. DDA Secretary's Report

Duffett presented her report

C. DDA Director's Report

Moore presented his report. Moore stated Birch Run Fields will hold a ribbon cutting ceremony on Friday, February 22, 2019 at 11:30 a.m., followed by an open house from 12:00 p.m. until 3:00 p.m.

Motion by Nelson, seconded by Putnam to accept reports.

Motion Carried

Public Comment (Five-minute time limit per person)

A. Public Comments

None

Approval of Minutes

A. December 13, 2018 – Regular DDA Board Meeting

Motion by Nelson, seconded by Putnam to approve the December 13, 2018 – Regular DDA Board Meeting Minutes.

Motion Carried

Financial Matters

A. Balance sheet for DDA General Fund (275) as of December 31, 2018.

B. Revenue & Expenditure Report for DDA General Fund (275) as of December 31, 2018.

C. Balance sheet for DDA General Fund (275) as of January 31, 2019.

D. Revenue & Expenditure Report for DDA General Fund (275) as of January 31, 2019.

E. General Ledger Distribution Report thru February 6, 2019 as presented in the total amount of \$30,483.33.

Motion by Raquepaw, seconded by Fent to approve Financial Matters A-E.

Motion Carried

Unfinished Business

None

New Business

A. Resolution #19-01-DDA, Affirmation of the Winter Tax Increment Financing Authority Report

Motion by Nelson, seconded by Suski to approve Resolution #19-01-DDA, Affirmation of the Winter Tax Increment Finance Authority Report

Motion Carried

B. Resolution #19-02-DDA, Authorization to pay \$186,546.02 to the Village of Birch Run for extra Police and Public Works services for the period of January 1, 2018 to December 31, 2018.

Motion by Fent, seconded by Putnam to approve Resolution #19-02-DDA, Authorization to pay \$186,546.02 to the Village of Birch Run for extra Police and Public Works services for the period of January 1, 2018 to December 31, 2018.

Motion Carried

Other

A. *Reminder:* Village Offices will be closed on Monday, February 18, 2019 in observance of President's Day

Meeting Announcements

A. Village Council Meeting, Monday, February 25, 2019 at 7:00pm

B. Village Council Meeting, Monday, March 25, 2019 at 7:00pm

C. Village Council Meeting, Monday, April 22, 2019 at 7:00pm

D. Planning Commission Meeting, Monday, May 6, 2019 at 7:00pm

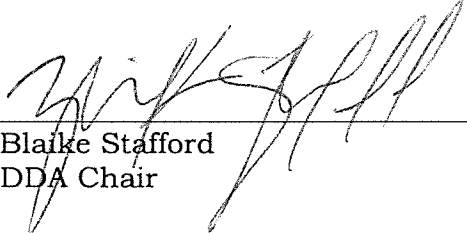
E. DDA Board Meeting, Thursday, May 16, 2019 at 7:30am

F. Village Council Meeting, Monday, May 20, 2019 at 7:00pm

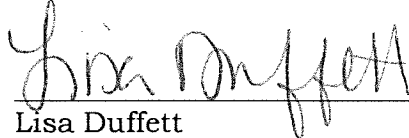
(All meetings are held in the Village Council Chambers unless noted)

Adjournment

Motion by Raquepaw, seconded by Suski to adjourn the meeting at 8:04 a.m.
Motion Carried



Blaike Stafford
DDA Chair



Lisa Duffett
DDA Secretary/Treasurer