



**Village of Birch Run Downtown Development Authority
Thursday, July 23, 2020, 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, July 23, 2020, 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: JoAnn Langmaid, Peter Lorence, and Andy Suski

Also Present: Paul T. Moore, DDA Director/Village Manager; Lisa Duffett, DDA Secretary/Village Treasurer; and Jason Leidel, Birch Run Police Chief; Lou Fleury, OHM Advisors; Vanessa Warren, OHM Advisors; and Matt Diekman, OHM Advisors

Approval of the Agenda

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

Public Comment (Five-minute time limit per person)

- A. Public Comments
None

Approval of Minutes

A. June 11, 2020 – Regular DDA Board Meeting

Motion by Raquepaw, seconded by Nelson to approve the June 11, 2020 – Regular DDA Board Meeting Minutes.

Motion Carried

Financial Matters

A. Balance sheet for DDA General Fund (275) as of June 30, 2020.

B. Revenue & Expenditure Report for DDA General Fund (275) as of June 30, 2020.

C. General Ledger Distribution Report thru July 14, 2020 as presented in the total amount of \$8,626.55.

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

Motion Carried

Unfinished Business

None

New Business

A. Presentation and Discussion of Streetscape Concepts/Designs for the final phase of the Streetscape Project

Vanessa Warren, Landscape Architect from OHM Advisors, presented three concepts to the DDA Board for the final phase of the Streetscape Project. These include:

1. Imaginative-This features a fountain, landscaping, and a sign that doubles as seating. This concept has balance, creativity, high visibility, and a directed view shed.
2. Educate and Discover-This concept features the use of natural materials and has a parklike setting. The triangle walkway is a representation of an energetic gateway and will include sight elements from other parts of the Village.
3. Artful Communication-This drawing contains an arched sidewalk and a kiosk that includes an interactive computer screen. This concept is an edgy and formal destination location.

The DDA Board discussed the benefits and drawbacks for each of the three concepts. Warren states OHM Advisors will take the collected information and come back to the DDA Board with new drawings.

B. Resolution #20-09-DDA, Approval of Streetscape Easement Acquisition Services

Motion by Nelson, seconded by Raquepaw to approve Resolution #20-09-DDA, Approval of Streetscape Easement Acquisition Services

Motion Carried

C. Resolution #20-10-DDA, Approval of Streetscape Easement Parcel Drawing and Description Services

Motion by Nelson, seconded by Putnam to approve Resolution #20-10-DDA, Approval of Streetscape Easement Parcel Drawing and Description Services

Motion Carried

Other

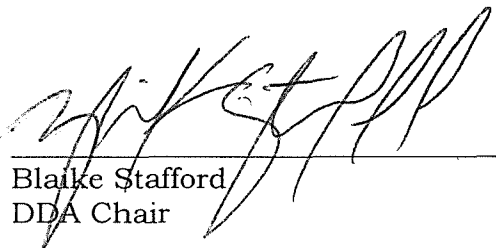
None

Meeting Announcements

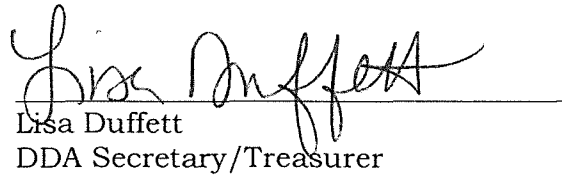
- A. Village Council Meeting, Monday, July 27, 2020 at 7:00 p.m. (*ZOOM Electronic Meeting*)
 - B. Planning Commission Meeting, Monday, August 3, 2020 at 7:00pm
 - C. Village Council Meeting, Monday, August 24, 2020 at 7:00pm
 - D. DDA Board Meeting, Thursday, September 17, 2020 at 7:30 a.m.
 - E. Village Council Meeting, Monday, September 28, 2020 at 7:00 p.m.
- (All meetings are held in the Village Council Chambers unless noted)*

Adjournment

Motion by Raquepaw, seconded by Fent to adjourn the meeting at 8:22 a.m.
Motion Carried



Blake Stafford
DDA Chair



Lisa Duffett
DDA Secretary/Treasurer