



**Village of Birch Run Downtown Development Authority  
Thursday, July 15, 2021, 7:30 a.m.  
Village Council Chambers, 12060 Heath Street  
Birch Run, Michigan**

**MINUTES**

**Call to Order**

The special meeting of the Village of Birch Run Downtown Development Authority was called to order by DDA Chair Blaike Stafford at 7:32 a.m. on Thursday, July 15, 2021 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; Cheryl Hadsall; JoAnn Langmaid; Marianne Nelson; Andy Suski

Absent: Peter Lorence; Gary Putnam

Also Present: Paul T. Moore, DDA Director/Village Manager; Lisa Duffett, DDA Secretary/Village Treasurer; Jason Leidel, Birch Run Police Chief; Lou Fluery, OHM Advisors; Michele Fent, Best Western Birch Run

**Approval of the Agenda**

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

**Staff Reports**

A. Police Chief's Report

Chief Leidel's report was reviewed.

B. DDA Secretary's Report

Duffett presented her report.

C. DDA Director's Report

Moore presented his report. Moore states the Village is looking into IRIS, a mass notification system that would alert Village residents when there is a boil water alert, etc. Currently, if registered, Village residents can receive notifications from Saginaw County through their emergency notification system.

Motion by Nelson, seconded by Fent to receive and file reports.

Motion Carried

## **Public Comment (Five-minute time limit per person)**

There were no public comments

## **Approval of Minutes**

### A. May 20, 2021 – Regular DDA Board Meeting

Motion by Suski, seconded by Hadsall to approve the May 20, 2021 – Regular DDA Board Meeting Minutes.

Motion Carried

### B. June 17, 2021 – Regular DDA Board Meeting

Motion by Suski, seconded by Hadsall to approve the June 17, 2021 - Regular DDA Meeting Minutes.

Motion Carried

## **Financial Matters**

A. Balance sheet for DDA General Fund (275) as of May 31, 2021.

B. Revenue & Expenditure Report for DDA General Fund (275) as of May 31, 2021.

C. Balance sheet for DDA General Fund (275) as of June 30, 2021.

D. Revenue & Expenditure Report for DDA General Fund (275) as of June 30, 2021.

E. General Ledger Distribution Report thru July 7, 2021 as presented in the total amount of \$176,196.61.

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

Motion Carried

## **Unfinished Business**

None

## **New Business**

### A. Election of Chair

#### 1. Open the floor to nomination(s)

Motion by Nelson, seconded by Suski to elect Stafford as Chair.

Motion Carried

#### 2. Acceptance of nomination(s)

Stafford accepted nomination of Chair.

#### 3. Motion to close nomination(s)

Motion by Nelson, seconded by Hadsall to close nominations.

Motion Carried

#### 4. Casting of votes

Ayes: Stafford, Raquepaw, Fent, Hadsall, Langmaid, Nelson, Suski

Nays: none

Absent: Lorence, Putnam

### B. Election of Vice Chair

#### 1. Open the floor to nomination(s)

Motion by Nelson, seconded by Suski to elect Raquepaw as Vice Chair.

Motion Carried

2. Acceptance of nomination(s)  
Raquepaw accepted nomination of Vice Chair.

3. Motion to close nomination(s)  
Motion by Nelson, seconded by Fent to close nominations.  
Motion Carried

4. Casting of votes  
Ayes: Stafford, Raquepaw, Fent, Hadsall, Langmaid, Nelson, Suski  
Nays: none  
Absent: Lorence, Putnam

C. Resolution #21-06-DDA, Approval of 2020-2021 DDA General Fund Budget Amendments  
Motion by Nelson, seconded by Raquepaw to approve Resolution #21-06-DDA, Approval of 2020-2021 DDA General Fund Budget Amendments.  
Motion Carried

D. Discussion of Streetscape Phase III Design Engineering Concepts  
Lou Fleury, OHM Advisors, presented to the DDA Board three Ornamental Fencing Concepts pertaining to Phase III of the Streetscape Project. Fleury asked the DDA Board for their opinion on each concept. Fleury then asked the DDA Board which fencing concepts they found most appealing and would like to look into further. After some discussion the DDA Board decided to continue exploring the Traditional and Industrial Fencing Concepts and to eliminate the Artistic and Unique Fencing Concept.

Upon further discussion of Streetscape Phase III the DDA Board decided to schedule a special meeting in August.

Motion by Hadsall, seconded by Langmaid to schedule a Special DDA Board Meeting Thursday, August 19, 2021 at 7:30am to continue the discussion of other Streetscape design engineering concepts.  
Motion Carried

### **Other**

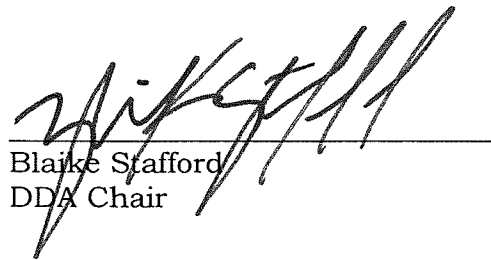
Chief Leidel states a golf outing will be held at Green Acres Golf Course on Sunday, August 22<sup>nd</sup>, 2021 to benefit Rob Neilson.

### **Meeting Announcements**

- A. Village Council Meeting, Monday, July 26, 2021 at 7:00pm
  - B. Planning Commission Meeting, Monday, August 2, 2021 at 7:00pm
  - C. Village Council Meeting, Monday, August 23, 2021 at 7:00pm
  - D. DDA Board Meeting, Thursday, September 16, 2021 at 7:30am
  - E. Village Council Meeting, Monday, September 27, 2021 at 7:00pm
- (All meetings are held in the Village Council Chambers unless noted)*

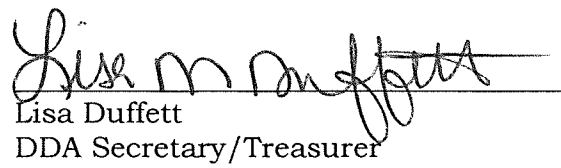
### **Adjournment**

Motion by Raquepaw, seconded by Langmaid to adjourn the meeting at 8:38 a.m.  
Motion Carried



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Blake Stafford  
DDA Chair



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Lisa Duffett  
DDA Secretary/Treasurer