



**Village of Birch Run Downtown Development Authority
Thursday, October 21, 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 7:31 a.m. on Thursday, October 21, 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; Marianne Nelson; Andy Suski

Absent: JoAnn Langmaid; 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; Vanessa Warren, OHM Advisors; Jerry Preston, Birch Run Convention & Visitors Bureau

Approval of the Agenda

Motion by Nelson, 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.
Motion by Hadsall, seconded by Suski to receive and file reports.
Motion Carried

Public Comment (Five-minute time limit per person)

Jerry Preston, Birch Run Convention & Visitors Bureau, updated the DDA Board on the proposed Convention Center project. Preston states the Birch Run CVB

considers the Exhibition Center to be the best option. Preston then states this option is more feasible, has the lowest risk, and allows the opportunity for events like the Gun & Knife show. Preston also states that this would be the largest facility for sixty miles. Preston states this would be a Covid related project that would help make up some of the jobs that were lost.

Approval of Minutes

A. September 16, 2021 – Regular DDA Board Meeting

Motion by Nelson, seconded by Suski to approve the September 16, 2021 – Regular DDA Board Meeting Minutes.

Motion Carried

Financial Matters

A. Balance sheet for DDA General Fund (275) as of September 30, 2021.

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

C. General Ledger Distribution Report thru October 13, 2021 as presented in the total amount of \$78,696.29.

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

Motion Carried

Unfinished Business

None

New Business

A. Resolution #21-07-DDA, Approval of the 2021 Annual Report on Status of Tax Increment Financing Plan

Motion by Nelson, seconded by Raquepaw to approve Resolution #21-07-DDA, Approval of the 2021 Annual Report on Status of Tax Increment Financing Plan.

Motion Carried

B. Discussion of Streetscape Phase III Design Engineering Concepts

Lou Fleury, OHM Advisors, and Vanessa Warren, OHM Advisors, presented a power point presentation updating the progress of the Streetscape Phase III Design to the DDA Board. Warren states each perspective shown gives a real world view and a sense of place that brings harmony and excitement into the corridor.

Perspective 1-Area located in the front of 7-11

-Contains new, rhythm pressed colored concrete sidewalk, ornamental lighting, perennials, grass, and fencing that doesn't line the entire area. This area will also include shrubs and low growing ornamental trees that would not produce nuts or berries. Fleury states this will establish the theme for the rest of the corridor.

Perspective 2-Areas located in front of McDonalds and Suski's

-Contains ornamental fencing and walls, and a portion of the space only having room for trees. Warren states they will try and work with the landscaping that is already there.

Perspective 3-Area located in front of Bagger Dave's and Buffalo Wild Wings

-Contains ornamental lighting, ornamental fencing and walls, and landscaping throughout the corridor. Warren states this is the one spot to develop a strong

sense of place and destination. This area will include single and multi-stem River Birch Trees, which are the most tolerable and longest lasting. Stafford asks if the fencing by Bagger Dave's is staggered. Warren states "yes" and by doing so it will give a sense of perspective.

Perspective 4-Area located in front of Kentucky Fried Chicken

-Contains small trees, grass, smaller plantings, and ornamental lighting. Fleury states that the sidewalk will also end here.

Perspective 5-Area located in front Americas Best Value Inn

-Contains ornamental fencing, a continuation of the sidewalk, and landscaping wherever room is available. The ditch that is located here will also be filled in to allow the sidewalk to continue.

Suski asks if a "Welcome to Birch Run" pedestal sign could be added to the area in front of Buffalo Wild Wings and Bagger Dave's. Fleury states they would come up some monument sign concepts.

Other

None

Meeting Announcements

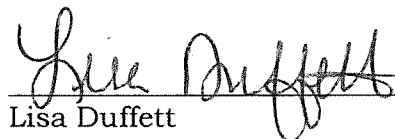
- A. Village Council Meeting, Monday, November 22, 2021 at 7:00pm
 - B. DDA Board Meeting, Thursday, December 16, 2021 at 7:30am
 - B. Village Council Meeting, Monday, December 20, 2021 at 7:00pm
- (All meetings are held in the Village Council Chambers unless noted)*

Adjournment

Motion by Raquepaw, seconded by Suski to adjourn the meeting at 8:44 a.m.
Motion Carried



Blake Stafford
DDA Chair



Lisa Duffett
DDA Secretary/Treasurer