



**Village of Birch Run Downtown Development Authority
Thursday, March 16, 2023, 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, March 16, 2023 with the Pledge of Allegiance to the Flag of the United States of America.

Roll Call:

Present: Blaike Stafford, Chair; Connie Monahan; Marianne Nelson; Gary Putnam

Absent: Cheryl Hadsall, Vice Chair; JoAnn Langmaid; Andy Suski

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

Approval of the Agenda

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

Public Comment (Five-minute time limit per person)

A. Public Comments

None

Approval of Minutes

A. February 16, 2023 – Regular DDA Board Meeting

Motion by Putnam, seconded by Nelson to approve the February 16, 2023 – Regular DDA Board Meeting Minutes.

Motion Carried

Financial Matters

A. Balance sheet for DDA General Fund (248) as of February 28, 2023.

B. Revenue & Expenditure Report for DDA General Fund (248) as of February 28, 2023.

C. General Ledger Distribution Report thru March 9, 2023 as presented in the total amount of \$13,119.06.

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

Motion Carried

Unfinished Business

None

New Business

A. Resolution #23-07-DDA, Approval of Streetscape Phase III Construction Engineering Services

Motion by Nelson, seconded by Putnam to approve Resolution #23-07-DDA, Approval of Streetscape Phase III Construction Engineering Services.

Motion Carried

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

Motion by Monahan, seconded by Putnam 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 Office will be closed on April 7, 2023 in observance of Good Friday

Meeting Announcements

A. Village Council Meeting, Monday, March 27, 2023 at 7:00 p.m.

B. Village Council Meeting, Monday, April 24, 2023 at 7:00 p.m.

C. Planning Commission Meeting, Monday, May 1, 2023 at 7:00 p.m.

D. DDA Board Meeting, Thursday, May 18, 2023 at 7:30 a.m.

E. Village Council Meeting, Monday, May 22, 2023 at 7:00 p.m.

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

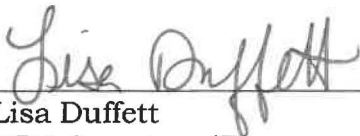
Adjournment

Motion by Putnam, seconded by Nelson to adjourn the meeting at 7:58 a.m.

Motion Carried



Blake/Stafford
DDA Chair



Lisa Duffett
DDA Secretary/Treasurer