



**Village of Birch Run Downtown Development Authority
Thursday, May 18, 2023, 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, May 18, 2023 with the Pledge of Allegiance to the Flag of the United States of America.

Roll Call:

Present: Blaike Stafford, Chair; Cheryl Hadsall, Vice Chair; JoAnn Langmaid; Marianne Nelson; Gary Putnam

Absent: Connie Monahan; Andy Suski

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

Approval of the Agenda

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

Staff Reports

- A. Police Chief's Report
Police Chief's report was reviewed.
- B. DDA Secretary's Report
Duffett presented her report.
- C. DDA Director's Report
Moore presented his report.
Motion by Nelson, seconded by Hadsall to receive and file reports.
Motion Carried

Public Comment (Five-minute time limit per person)

- A. Public Comments
None

Approval of Minutes

- A. March 16, 2023 – Regular DDA Board Meeting

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

Motion Carried

Financial Matters

- A. Balance sheet for DDA General Fund (248) and DDA Streetscape Construction Fund (494) as of March 31, 2023.
- B. Revenue & Expenditure Report for DDA General Fund (248) and DDA Streetscape Construction Fund (494) as of March 31, 2023.
- C. Balance sheet for DDA General Fund (248) and DDA Streetscape Construction Fund (494) as of April 30, 2023.
- D. Revenue & Expenditure Report for DDA General Fund (248) and DDA Streetscape Construction Fund (494) as of April 30, 2023.
- E. General Ledger Distribution Report thru May 10, 2023 as presented in the total amount of \$346,927.79.

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

Motion Carried

Unfinished Business

None

New Business

- A. Resolution #23-08-DDA, Approval of 2023-2024 DDA General Fund Budget and the DDA Streetscape Construction Budget

Motion by Hadsall, seconded by Nelson to approve Resolution #23-08-DDA, 2023-2024 DDA General Fund Budget and the DDA Construction Fund Budget.

Motion Carried

- B. Motion to authorize a contribution of \$500 to the Birch Run High School Senior Salute Project

Motion by Hadsall, seconded by Putnam to authorize a contribution of \$500 to the Birch Run High School Senior Salute Project.

Motion Carried

Other

- A. *Reminder:* Village Offices will be closed on Monday, May 29, 2023 in observance of Memorial Day

Meeting Announcements

- A. Village Council Meeting, Monday, May 22, 2023 at 7:00 p.m.
- B. DDA Board Meeting, Thursday, June 15, 2023 at 7:30 a.m.
- C. Village Council Meeting, Monday, June 26, 2023 at 7:00 p.m.
(All meetings are held in the Village Council Chambers unless noted)

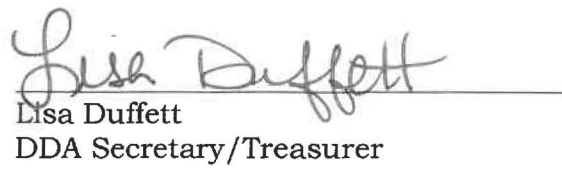
Adjournment

Motion by Hadsall, seconded by Nelson to adjourn the meeting at 7:51 a.m.

Motion Carried



Blake Stafford
DDA Chair



Lisa Duffett
DDA Secretary/Treasurer