



**DOWNTOWN DEVELOPMENT AUTHORITY MINUTES
REGULAR MEETING – JULY 10, 2025 – 7:00P.M. – CITY COUNCIL CHAMBERS**

ROLL CALL OF MEMBERS

The meeting was called to order at 7:23p.m. by Chairperson Berro.

MEMBERS PRESENT: Jeff Berro, Chairperson; Jim Martin, Vice Chairperson; Diane Parker, Secretary/Treasurer; Member Larry Dishaw (8:17 p.m.); Member Shayla Hopper; and Member Joe Pagano.

MEMBERS ABSENT: Steve Beller, Mayor/Standing Member; and Member Jeremy Paul.

Motion by Martin, supported by Pagano to excuse the absent members. All present voting “Yes”.

APPROVAL OF MINUTES

Motion by Martin, supported by Berro, to approve the minutes of the Regular Meeting of June 5, 2025. All present voting “Yes”.

CITIZENS TO BE HEARD

Viewed presentation by Go Big Multimedia. **Motion by Martin, supported by Berro, to agree with the concept of advertising and forward to the City Administrator for next steps. All present voting “Yes”.**

MEMBERS’ AND CONSULTANTS’ REPORTS

Secretary/Treasurer Parker congratulated Chairperson Berro on the birth of his first child as did other members.

Member Pagano mentioned City grass cutting, Huroc Park, Garden Boulevard, water fountains at the Rec Center and the lighted stop sign as items to discuss, including the maintenance of the City with DPS Director Holtz.

Members Hopper and Martin said everything was good.

Chairperson Berro mentioned the opening of Wing Snob and Physical Therapy.

Maintenance of the landscaping around Telegraph digital sign? GLC?

DIRECTOR’S REPORT: To be presented at next meeting.

OLD BUSINESS

City Entrance Signs: Valley City Signs Proposal: Pending Engineering Review and Request for Changes: **Motion by Martin, supported by Berro to get a copy of the design and pay for the design work. All present voting “Yes”.**

Calder Dairy Infrastructure Expansion Update: Submitting for permitting.

Arsenal Road: Underground Infrastructure/Installation of Stop Signs: Next meeting.

DDA Clocktower Parking Lot Removal and Replacement Update: Motion by Dishaw, supported by Parker, to approve the purchase of signs noting the DDA was funding project not to exceed \$1,000. All present voting “Yes”.

Play Structure Example – Dearborn/American Ramp Company Bicycle Playgrounds and Skate Park Information: Bring back when planning/Recreation Master Plan work has been completed.

GLC – Revised Scope of Work: Pending City Attorney review.

NEW BUSINESS

DDA FINANCIAL REPORTS

See attached reports

PAYMENT OF CURRENT BILLS

Motion by Pagano, supported by Martin, to pay the current bills. All present voting “Yes”.

FROM	FOR	AMOUNT
City of Flat Rock	See attached	\$43,833.41
Dominic Gaglio Construction Co.	Huron Street	\$51,361.21
GLC Design & Build	May/June Maintenance	\$3,392.86
Kaleidico	Web Hosting & Maintenance	\$54.00
C.E. Raines	#22487 DDA Consulting	\$629.86
C.E. Raines	#22495 Wayfinding	\$48.45
C.E. Raines	#22500 DDA Elks Sidewalk	\$1,259.30
C.E. Raines	#22501 Clock Tower Parking Lot	\$2,041.11
McKenna	Consulting	\$345.00
Atwater Street Tacos	Façade Reimbursement	\$10,000.00
	Grand Total:	\$122,965.20

CORRESPONDENCE AND MISCELLANEOUS INFORMATION

Atwater Street Tacos Façade Grant Reimbursement: **Motion by Pagano, supported by Berro, to pay the Reimbursement for \$10,000.00. All present voting “Yes”.**

11. ADJOURNMENT

Motion by Pagano, supported by Hopper, to adjourn the meeting. All present voting “Yes”. The meeting was adjourned at 8:48p.m.

Members of the Downtown Development Authority:

Jeff Berro, Chairperson, November 1, 2027; James Martin, Vice Chairperson, June 20, 2026; Diane Parker, Secretary/Treasurer, July 15, 2028; Steve Beller, Mayor, Standing Member; Larry Dishaw, May 6, 2028; Shayla Hopper, November 30, 2026; Joseph A. Pagano, November 30, 2026; Jeremy Paul, January 6, 2028; Liz Hendley, Director cc: Website, C.E. Raines Co., McKenna Associates