

ROMEO DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
WEDNESDAY, MAY 6, 2019 - 7:00 P.M.
ROMEO COMMUNITY CENTER
361 Morton Street, Romeo, Michigan 48065

The purpose of the Romeo Downtown Development Authority is to correct and prevent deterioration in the Romeo Business District; to encourage historic preservation; to authorize the creation and implementation of development plans in the district and promote economic growth.

MINUTES

Call to Order/Pledge of Allegiance

Chairman, Zack Hayes called the meeting to order at 7:10 pm and led attendees in the Pledge of Allegiance

Roll Call

Executive Director Lisa Hall called the roll

Present: Craft, Poznanski, Humphreys, Brandt, Parker, Czajka, Malzahn, Hayes

Absent: Seidel

A quorum of the Board was present

Public Forum – Grace Venet - Starkweather Art Center
Dave Pryce - Starkweather Art Center

The Detroit Institute of Arts recently contacted Starkweather to advise they are interested in working in collaboration on a public art piece in Romeo. Representatives from the DIA visited the village and met with Grace and Dave from Starkweather and Lisa from the DDA. The project process, location, timeline and funding were discussed. The DIA will provide a survey for Starkweather and the DDA to mail to each mailbox in the village. After survey deadline passes the DIA will meet with Starkweather and DDA again to continue the process. The project will be completed by November.

Venet asked the DDA board consider paying cost of printing and mailing of surveys.

Approval of Agenda

MOTION by Malzahn second by Craft to approve the May 6, 2019 agenda as presented.

Yes: Malzahn, Craft, Poznanski, Brandt, Humphreys, Parker, Czajka, Hayes

No:

Absent: Seidel

MOTION carried.

Approval of the Minutes -

MOTION by Parker second by Czajka to approve the April 1, 2019 Regular Meeting Minutes as presented.

Yes: Parker, Czajka, Brandt, Humphreys, Malzahn, Craft, Hayes, Poznanski

No:

Absent: Seidel

MOTION carried.

Treasurer's Report - Carol Humphreys

MOTION by Parker second by Poznanski to approve the May 6, 2019 Treasurer's Report as presented by Treasurer Humphreys with expenses in the amount of \$ 10,335.12

Yes: Parker, Poznanski, Malzahn, Humphreys, Brandt, Hayes, Czajka, Craft

No:

Absent: Seidel

MOTION carried.

DDA Executive Director's Report - Lisa Hall

Funding Requests - None

Committee Reports - Bench Subcommittee - Request to purchase.

Poznanski stated she and executive Director Hall counted the existing benches and determined a few more can be added. Poznanski and Hall also discussed the picnic tables in the park will not match the new benches, decided to have matching tables added to the quote.

Poznanski provided the quote from Treetop products for 26, 6 foot benches, 4, 8 foot benches, 2 picnic tables and 2 ADA compliant picnic tables. Poznanski would like the board to consider the purchase of the picnic tables.

Board discussion continued.

MOTION by Malzahn second by Humphreys to approve purchase price of \$22,984.35 as quoted by Treetop products for picnic tables and benches, including delivery.

Yes: Malzahn, Humphreys, Poznanski, Parker, Craft, Hayes, Czajka, Brandt

No:

Absent: Seidel

MOTION carried.

Unfinished Business

Village Garbage - price increase -

Hall advised board QC Coatings cannot complete cans for original quoted (September 2018) price due to size and cost of materials increase. Hall has contacted both Supreme Powder Coating and All-Cote who also previously provided quotes in September 2018. Supreme Powder Coating has provided an updated quote which also includes a price increase. All-Cote did not provide quote.

QC Coatings currently has cans, Hall will call QC Coatings to advise if price increase approved by board, if increase not approved QC Coatings will return cans to DPW yard.

Board discussion.

Parker suggested if QC Coatings cannot match lower price quote from Supreme Powder Coating of \$200.00 per can, then arrange to proceed with Supreme Powder Coating.

Pickup and delivery cost not discussed.

MOTION by Parker second by Poznanski to approve quote as provided from Supreme Powder Coating for sandblasting and powder coating of 18 metal trash cans, at a cost of \$200.00 per can, dated May 4, 2019.

Yes: Parker, Poznanski, Brandt, Czajka, Craft, Humphreys, Hayes, Malzahn

No:

Absent: Seidel

MOTION carried.

New Business: Mural

MOTION by Parker second by Brandt to approve cost of printing and postage of survey for DDA, Starkweather and DIA public art project, not to exceed \$1,000.00

Yes: Parker, Brandt, Humphreys, Hayes, Poznanski, Malzahn, Craft, Czajka

No:

Absent: Seidel

MOTION carried.

Board Member Comments

Malzahn reminded the board about the annual Memorial Day Parade in the village. On May 23rd volunteers are needed to place flags on the 540 Veterans graves in the cemetery. Please contact the village hall for information regarding volunteering.

Malzahn also stated an office space has been created on the 2nd floor of the village hall, could be a good office area for the DDA. Cost of rent could be discussed by the Village Council.

Malzahn

Hayes asked Hall to request the DDA office space rental at village hall be added to the Village Board agenda.

Parker stated he requested Hall add the new TIF reporting requirement information to the board packets for the board to review. Requests that board members review for discussion at next DDA meeting.

Czajka asked Humphreys if she could format the budget with larger font and provide page numbers for reference.

Adjournment

MOTION by Parker second by Czajka to adjourn the meeting at 8:09PM.

Yes: Parker, Czajka, Malzahn, Brandt, Poznanski, Malzahn, Hayes, Humphreys

No:

Absent: Seidel

MOTION carried.

Meeting adjourned

Respectfully Submitted,

Lisa Hall, Executive Director

Minutes approved by DDA Board motion on _

_____ As Presented

_____ With Amendments