

ROMEO DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, FEBRUARY 4, 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 7:00 pm and led attendees in the Pledge of Allegiance

Roll Call

Executive Director Lisa Hall called the roll

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

Absent: Craft

A quorum of the Board was present

Public Forum – Grace Venet, Starkweather Society

Approval of Agenda

MOTION by Seidel second by Poznanski to approve the February 4, 2019 agenda as amended add under New Business discussion to keep TIF funds.

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

No:

Absent: Craft

MOTION carried.

Approval of the Minutes

MOTION by Poznanski second by Brandt to approve the January 9, 2019 Regular Meeting Minutes as presented.

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

No:

Absent: Craft

MOTION carried.

Treasurer's Report - Carol Humphreys

Humphreys advised board that as of meeting time the submitted treasurers report does not reflect the check received from the village. Washington Township is the only remaining outstanding balance owed.

The DDA will now return the amount received from the village back to the village per the consent judgment agreement.

MOTION by Malzahn second by Poznanski to approve the February 4, 2019 Treasurer's Report as presented by Treasurer Humphreys with expenses in the amount of \$10,197.09.

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

No:

Absent: Craft

MOTION carried.

DDA Executive Director's Report - Lisa Hall

Funding Requests - None

Committee Reports

Clock Sub Committee Report

Hayes advised the wording for the second plaque has been approved. Unveiling possible in March or April depending on delivery and weather.

Bench Sub Committee Report

Poznanski provided pricing from The Bench Factory and Kirby Built, Bench Factory prices are lower. Warranty details, materials and specs included with pricing.

Poznanski advised she has requested samples of colors and material, advised fading is not covered under warranty. Romeo Barber Shop has same bench type. Benches will need to be assembled and installed.

Parker suggested we contact cement contractor for install on sidewalks.

Hayes requested Director Hall check pricing with contractors and create RFQ for assembly and install.

Czajka suggested possibly removing benches and storing in winter to extend life and provide ease of snow removal.

Poznanski advised still need exact count and to view samples when delivered. Determine if more benches are needed in town.

Unfinished Business

Village Garbage Cans

Hall advised she has contacted Powder Coat contractor and is still waiting for a response. Will advise when they can pick up upon receipt of response. Has contacted Art teacher regarding student availability to do artwork on cans.

Seidel stated he has concerns about the negative/open space on the cans, and how the student artwork will look. Would like to see one done by the students prior to doing all eighteen.

Hayes agreed that seeing one completed may be a good idea.

New Business

Discussion of Mural and Downtown Grant Opportunities

Hayes stated the board discussed this last year and Grace Venet recently contacted him regarding the project. Requested Grace Venet provide information to board.

Grace Venet, Starkweather Society, stated that murals are in many different areas including Mt. Clemens and Detroit. The Starkweather Society is interested in helping with a Mural Project in the village.

Venet advised she paced off the Medaugh building and the approximate size is about 240 square feet, have to determine what will work on the space and what the subject matter will be. Does the board want to see the history of the village, including peaches, orchards, etc.

Venet contacted the Anton Art Center in Mt. Clemens for approximate pricing for a muralist to paint, they advised about \$25.00 per square foot. Venet advised there are grants available. There is a match requirement for the grants.

Venet advised a meeting is scheduled in February for grants, the DDA board members are welcome to attend. She will contact Hayes after the meeting to advise.

Humphreys suggested the addition of the Ford Facility that created the engine block in the village in the 1800's. Board continued discussion.

CBD Zoning - Permitted Uses

Parker stated the Zoning Ordinance was adopted 20 years ago and is outdated, most of the uses listed are obsolete. Last summer there was an active interest in the Real Estate Market and professionals were interested in the main floor open office space in the village.

The Ordinance as written forces a negative response to professionals interested in open main floor space. Sec 46-312 - Permitted Uses, (42), Professional and business offices provided that for any building located and fronting on Main Street provided such uses are above the ground floor. Parker further stated the verbiage after offices should be stricken.

Hayes stated that the " Permitted Uses" section of the ordinance is clearly outdated and is not relevant to many wanting to bring a business into the Village

Humphreys stated she has been a business owner in the Village since 1993. Owns and operates a professional business and is a former retail owner. Professional business clients often dine and shop in the village before or after appointments and have commented on the unique shops and restaurants in the village.

Humphreys stated retail needs to be on Main Street for exposure, professional and service can be on side streets and still maintain client base.

Seidel stated there are already so many violations, what's the point?

Parker agreed with Seidel it is so easy to avoid.

Malzahn stated the Village has lacked the use of a Professional Planner for a long time. She believes that at least 80% of the Main Street level storefronts need to be retail. We need restaurants and retail, service does not bring pedestrian traffic to town.

Parker stated he believes we are at about 30%

Malzahn stated it does not mean we should be lax on the Zoning Ordinance.

Hayes stated it is not the type of business, it is the frequency of when they are open. The block where his business is located is end capped at both ends of the block by establishments that do not have regular hours.

Parker stated the village is not a mall where you can regulate hours of operation.

Czajka stated occupied buildings look better than vacant ones.

Discussion continued.

Michigan Main Street

Poznanski stated she has been in contact with representatives from the Michigan Main Street Program and they can help with the groundwork to help with the DDA and with many of the issues discussed tonight. They will provide a representative to help with the beginning level steps of the program. The beginning level of the program provides guidance on engagement, challenges, and how to clean things up.

The Middle level of the program provides help with designing, branding and business attraction.

Poznanski spoke with the Lapeer DDA, they are participating with Michigan Main Street and have accomplished things like creating a Mission Statement and creating a design and brand for the DDA.

Malzahn stated she remembers Lapeer having many non-retail businesses in their downtown.

Poznanski advised that the Michigan Main street program requires a viable and engaged board. The program would also require half of the board go to training within 3 years if the board decided to participate in the program. Another requirement would be to have a full time director at a time in the future.

Poznanski stated there is a training scheduled on April 30 in Howell if anyone would like to attend she can provide the information, there is no cost to attend the training.

Malzahn commented, you have to have a committed board.

Crosswalks

Malzahn stated the Macomb County Road Commission has to agree.

Poznanski stated crosswalk could be put in the Michigan Main Street Program.

Discussion continued.

Discussion to keep TIF Funds -

Humphreys asked when the next Village Board Meeting is? Stated she would like to attend meeting and will speak regarding the DDA keeping the TIF funds received for 18-19.

Humphreys stated in the consent judgment the Village was allowed to keep the TIF funds for 4 years. After the 4th year the Village Board was to annually review and determine at their discretion if the Village would return the funds to the DDA or retain them.

Malzahn advised meeting is Monday February 11, 2019 and the Village Board has already approved the DDA 2018-2019 budget with the Village keeping the funds. Suggested the DDA look into creating a revenue sharing agreement with the village, most communities with a DDA have a revenue sharing agreement.

Humphreys asked if a project like new benches would be project that the village would do a 50/50 split with?

Poznanski advised taking the bench project to the Village Board.

Humphreys asked if there has been any estimates or studies done to determine what the cost are to run the CBD district in the village? Do all of the TIF dollars go into the downtown area or into the general fund of the village.

Malzahn stated it generally goes into the general fund.

Poznanski stated it goes into the general fund.

Malzahn suggested the DDA board look into having an attorney draft a revenue sharing agreement.

Hayes stated wait and see where things go, things are going well with the DDA and the village, don't need to bring in an attorney at this time.

Discussion continued

Board Member Comments

Czajka asked about the food truck event idea? Hall advised no longer looking at food trucks, looking at creating a Taste of Romeo event.

Parker requested Hall look into DDA newsletter organization and join so board receives the publication if still available.

Malzahn advised they are moving some furniture around in the village office and may possibly have room at the Village Hall to move the DDA office there.

Adjournment

MOTION by Parker second by Czajka to adjourn the meeting at 8:41 PM.

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

No:

Absent: Craft

MOTION carried.

Meeting adjourned

Respectfully Submitted,

Lisa Hall, Executive Director

Minutes approved by DDA Board motion on _

_____ As Presented

_____ With Amendments