

**ROMEO DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
MONDAY, NOVEMBER 4 - 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: Malzahn, Brandt, Poznanski, Stephens, Parker, Hayes

Absent: Czajka, Seidel, Humphreys

A quorum of the Board was present

Public Forum

Approval of Agenda

MOTION by Poznanski second by Brandt to approve the November 4, 2019 agenda as presented.

Yes: Poznanski, Brandt, Malzahn, Stephens, Parker, Hayes

No:

Absent: Czajka, Seidel, Humphreys

MOTION carried.

Approval of the Minutes -

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

Yes: Malzahn, Poznanski, Parker, Stephens, Brandt, Hayes

No:

Absent: Czajka, Seidel, Humphreys

MOTION carried.

Approval of the Minutes -

MOTION by Brandt second by Hayes to approve the September 9, Informational Meeting Minutes as presented.

Yes: Brandt, Hayes, Stephens, Poznanski, Malzahn, Parker

No: Czajka, Seidel, Humphreys

Absent:

MOTION carried.

Humphreys arrived at 7:05 PM

DDA Executive Director's Report - Lisa Hall

Board discussion was held during directors report regarding benches, banners and the movie in the park event.

Board discussed would like to see smaller banners and all be consistent in size. Make banners double sided not hang double banners on poles. Double sided would allow two banners to be put together so each student would still receive their banner. DDA needs to order new some new banners. Other organizations (St. Baldricks, Lions, Etc) will need to purchase banners -DDA does not purchase banners but will have installed.

Board discussed benches and replacement, when will the new ones be installed? Hall advised in the spring.

Malzahn advised that Jeff Hopp from the village would like the old wood out of the benches if they are being disposed of. Hall advised village requested some for the cemetery and that the village has been contacted by individuals that would like to purchase the benches-benches all have donor plaques, donors will be given first option to purchase.

Hayes stated the bench in front of the Coney island is newer than all others, is that one being removed?

Parker stated he would like to see plaques put on the new benches.

Poznanski stated the new benches have armrest s in the middle-plaques would be offset and mounting may be difficult.

Stephens suggested contacting Bill Miller, he would be able to advise on best way to mount.

Discussion was held during directors report regarding snow removal in CBD District

Board discussed who is responsible for shoveling and what parts of the sidewalk.

Business owners and or building owners are responsible for shoveling in front of their own business. If building is vacant next door it presents a problem for the occupied business next door.

Parker stated many of the businesses on South Main have private parking lots where public sidewalk crosses over.

Malzahn stated enforcing the ordinance is difficult, due to time allotted for removal and the letters must go out. It may be possible to amend the ordinance but who makes the call about what is not being shoveled. Could also possibly do a special assessment for snow removal but would need to determine at what point does it become beneficial for business and or building owners monetarily?

Hayes stated it has been mentioned in the past that possibly buying a gator with a plow may be an answer.

Parker questioned if snow removal would be violating some part of the DPW's union contract.

Discussion continued.

Discussion concluded with Hayes stating everyone shovel your own snow.

Treasurer's Report - Carol Humphreys presented treasurers report.

MOTION by Parker second by Malzahn to approve payment of bills thru October 30, 2019 in the amount of \$ 17,485.15 .

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

No:

Absent: Czajka, Seidel

MOTION carried.

Funding Requests - None

Committee Reports - None

Unfinished Business - None

New Business:

CBD Seasonal Snow Removal Discussion - Discussed during directors report.

2020 Meeting Dates:

MOTION by Malzahn second by Humphreys to approve the 2020 meetings with update to change July meeting from July 6, 2019 to July 13, 2019 due to the holiday.

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

No:

Absent: Czajka, Seidel

MOTION carried.

Public Comments: None

Board Member Comments:

Stephens stated he is happy to be back, glad to have the support to come back.

Parker asked if anyone was going to report on the Master Plan Kickoff meeting.

Malzahn provided summary of meeting, well attended and there was a significant showing from the public. Audience and board members voiced their concerns and frustrations, most were very receptive. Mr. Cassin facilitated the meeting, he is working on a follow up meeting date and will advise after he finishes gathering data. He will be creating an online survey for residents and business owners to complete. The Master Plan is something the Planning Commission will be working on and will work closely with all board and commissions.

Parker stated that the DDA needs to be copied and advised on the process and should be included.

Malzahn advised that the Planning Commission does not adopt the plan, they work with the planner through the process.

Hayes stated it may be beneficial to meet with the Planning Commission, work together not separately.

Malzahn stated that is why she asked all the boards to attend, she will mention to Cassin.

Parker wants DDA to be involved, DDA should be a part of any changes to CBD.

Stephens asked if the Blueprint project exists anymore?

Malzahn advised it does not.

Parker stated cannot defend our Master Plan in court.

Stephens stated a lot of great ideas were presented in the blueprint plan - there were a lot of things that if changed could have brought some vitality to the community.

Malzahn add Master Plan discussion to DDA board agenda.

Adjournment

MOTION by Parker second by Poznanski to adjourn the meeting at 8:21 PM.

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

No:

Absent: Czajka, Seidel

MOTION carried.

Meeting adjourned

Respectfully Submitted,

Lisa Hall, Executive Director

Minutes approved by DDA Board motion on

_____ As Presented

_____ With Amendments