

ROMEO DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
WEDNESDAY, JUNE 3, 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

Vice Chairman, Randy Seidel called the meeting to order at 7:00pm and led attendees in the Pledge of Allegiance

Roll Call

Executive Director Lisa Hall called the roll

Present: Seidel, Poznanski, Craft, Humphreys, Parker, Czajka

Absent: Brandt, Hayes, Malzahn

A quorum of the Board was present

Public Forum – Grace Venet - Starkweather Art Center

Venet provided a verbal update on the Public Art Project

Venet advised the DDA board that some of the surveys mailed out have been returned and many residents have spoken with her regarding the project. The history of the village, Victorianism, orchards, apples and peaches have all been suggested as part of the subject matter. An artist has been chosen and a preferred location for the artwork has been chosen. The location still has to be looked at for surface preparation and repairs. Scaffolding will be required for the artist to complete the artwork and barricades around the scaffolding will be required. As project moves forward, hopefully Starkweather and the DDA can negotiate some in kind donations for the scaffolding, barricades and required surface preparation. The building owners have shown great interest in the project and are currently discussing the legalities of the project with their attorneys.

The DIA has stated a plaque similar to the one in Starkweather alley and the ones on the bottom of the new clock with the DIA, DDA and Starkweather logos will need to be purchased and placed on the wall after the artwork is completed and before the dedication ceremony is held.

Parker asked if this would be done by Labor Day due to the Peach Festival. Venet advised she cannot say it will be, if scaffolding and barriers are up, there is a sidewalk on the South side of East Lafayette for pedestrians to use. Parker and other board members stated their concern about sidewalk being blocked during the Peach Festival. The village should make the determination about the barricades remaining up during the holiday weekend.

Poznanski asked if the DDA board needs to make any type of motion for funding at this meeting. Venet advised that no amounts have been determined at this time for building prep, scaffolding, barricades or the plaque. She hopes to have some idea of cost and donations before the July DDA meeting.

Approval of Agenda

MOTION by Poznanski second by Parker to approve the June 3, 2019 agenda as presented.

Yes: Poznanski, Parker, Czajka, Craft, Humphreys, Seidel

No:

Absent: Brandt, Hayes, Malzahn

MOTION carried .

Approval of the Minutes -

MOTION by Humphreys second by Poznanski to approve the May 6, 2019 Meeting Minutes as presented.

Yes: Humphreys, Poznanski, Parker, Czajka, Seidel, Craft

No:

Absent: Brandt, Hayes, Malzahn

MOTION carried.

Approval of the Minutes -

MOTION by Poznanski second by Humphreys to approve the May 6, 2019 Budget Workshop Meeting Minutes as presented.

Yes: Poznanski, Humphreys, Craft, Seidel, Parker, Czajka

No:

Absent: Brandt, Hayes, Malzahn

MOTION carried.

Treasurer's Report - Carol Humphreys

Treasurer Humphreys stated that two adjustments need to be made to the expenses to be paid amount. Remove check # 2491 in the amount of \$500.00, this is a re-issued check amount previously deducted, remove \$5,000.00 as payment, this is not a payment, it is a transfer between accounts. Adjustment amount is \$5,500.00.

MOTION by Parker second by Seidel to approve the June 3, 2019 Treasurer's Report as presented by Treasurer Humphreys with expenses in the amount of \$28,343.87 .

Yes: Parker, Seidel, Craft, Poznanski, Czajka, Humphreys

No:

Absent: Brandt, Hayes, Malzahn

MOTION carried.

DDA Executive Director's Report - Lisa Hall

Funding Requests - None

Committee Reports - None

Unfinished Business - None

New Business:

2019-2020 Budget

Humphreys advised an adjustment is necessary to the line item titled Benches, under Blue Print projects, benches have been paid for out of 2018/2019 budget. She will make exact adjustment before sending budget to Village Board Of Trustees for approval. Cost of benches \$22,984.00.

MOTION by Parker second by Craft to send the proposed 2019-2020 DDA budget to the Village of Romeo Board of Trustees for approval.

Yes: Parker, Craft, Humphreys, Seidel, Czajka, Poznanski

No:

Absent: Brandt, Hayes, Malzahn

MOTION carried.

Over Street Banner Pole Painting

Seidel inquired what poles?

Humphreys stated the poles at the North and South end of the village where the over street banners hang.

Czajka questioned if the poles are the villages responsibility?

Board requested Executive Director Hall obtain quotes for painting and bring to next meeting.

Scavenger Hunt Event

Poznanski advised the board has talked about the event before, but has not officially requested an amount to pay for prizes, stamps and printing.

Is hoping for more participants, this will determine how long event will run and what final cost will be. Lisa printed the flyers at the office, other costs will be for the gift certificates for the bi-weekly winner. Hoping more participants sign up and event can run through summer.

MOTION by Parker second by Czajka to approve 2019 summer scavenger hunt funding not to exceed \$250.00 for printing and prizes (gift certificates).

Yes: Parker, Czajka, Humphreys, Craft, Poznanski, Seidel

No:

Absent: Brandt, Hayes, Malzahn

MOTION carried.

Board Member Comments - None

Adjournment

MOTION by Parker second by Craft to adjourn the meeting at 7:56PM.

Yes: Parker, Craft, Humphreys, Seidel, Poznanski, Czajka

No:

Absent: Brandt, Hayes, Malzahn

MOTION carried.

Meeting adjourned

Respectfully Submitted,

Lisa Hall, Executive Director

Minutes approved by DDA Board motion

_____ As Presented

_____ With Amendments