

DOWNTOWN DEVELOPMENT AUTHORITY

“Regular Meeting”

Thursday, October 4, 2018 at 10:30 am

Romulus City Hall Council Chambers

AGENDA

1. Call to Order and Roll Call.
2. Approval of Agenda
3. Approval of the Minutes of the meeting held on Wednesday, September 12, 2018.
4. Treasurer’s Report
5. Motion to approve the current bills in the amount of \$11,084.67.

Motion to approve the current bills from Johnston Lithograph in the amount of \$894.00

6. Old Business:
 - A. Motion to amend Resolution 18-DDA-726 to reflect the FY 18/19 for services to be rendered from July 1, 2018 to June 30, 2019.
 - B. Holiday Decorations & Banners
 - C. Motion to adopt the 2018 Amended and Restated DDA Development Plan and Tax Increment Finance Plan.
 - D. Artisan Reserve Inc. Lease
 - E. Other
7. New Business:
 - A.
 - B. Other
8. Directors Report
 - A. Project status and updates and reminders.
 - Department Rocks
 - Business Updates
 - Events Recap
9. For Your Information
10. Other and Public Comments.
11. Adjournment

Meeting

1. The Meeting of the Downtown Development Authority was called to order by Chairman, Keith Johnston at 10:31 a.m.

Present: Mayor LeRoy D. Burcroff, Doug Clark, Melissa Crova, Al Hindman, Doug O’Leary and Stacy Paige

Absent: Cindy Croft

Excused: Cindy Croft

18-DDA-745

2. Motion by Mayor Burcroff, supported by Paige to approve the agenda as presented. Motion carried.

18-DDA-746

3. Motion by Paige, supported by Hindman to approve the minutes of the meeting held on Wednesday, September 12, 2018. Motion carried.

18-DDA-747

4. Motion by Hindman, supported by O'Leary to approve the Treasurer's Report in the amount of \$76,721.94 and file for audit. Motion carried.

18-DDA-748

5. Motion by O'Leary, supported by Paige to approve the current bills in the amount of \$11,084.67. Motion carried.

18-DDA-749

Motion by Mayor Burcroff, supported by Paige to approve the Johnston Lithograph bills in the amount of \$894.00. Abstain: Johnston. Motion carried.

18-DDA-750

6. Motion by Mayor Burcroff, supported by Paige to amend Resolution 18-DDA-726 for the Professional Services Contract for Dave Gorgon for communications and public relations to reflect the FY 18/19 for services to be rendered from July 1, 2018 to June 30, 2019 in the amount not to exceed a monthly cost of \$333.33 for a total of \$4,000.00. Motion carried.

6B. No action taken on the holiday decorations and banners.

- 6C. Merrie Druyor thanked the members of the Citizen's Advisory Council that were present: Randy Moffat and Jodie Kain for their input during the meetings held in July for discussion on the draft plan.

18-DDA-751

Motion by Paige, supported by Hindman to adopt the 2018 Amended and Restated DDA Development Plan and Tax Increment Finance Plan. Motion carried.

18-DDA-752

- 6D. Motion by O'Leary, supported by Clark to present the draft lease language to Artisan Reserve Inc. for review and comment. Motion carried.

7. No discussion.

8. Merrie Druyor updated the board on the following:

- Department Rocks –The second reading for the DDA Plan with City Council will take place on Monday, October 8, 2018, and the prep work for RFQ has been completed for the downtown residential development project, waiting for the final product from the consultant.
- Business Updates – The brewery, Artisan Reserve is doing well, and are monitoring the number of customers. There are several new businesses finishing up with the approval process to receive their certificates of occupancies: Clean to the Bone, Cory (Lowe's delivery call center), and the old Preventative Maintenance building (plumbing business), and Deranged Haunt located at 35560 Goddard has received their temporary use permit and will be open on weekends through October 28th.

- Summer events have ended for the season, and the Pumpkin Festival was a huge success. The Community Services Department is hosting the Fall Fest on Friday, October 12th from 5pm – 8pm.
9. Mayor Burcroff updated the board on Reverend Kren, stated he is doing good and healing from the procedure. The Mayor also updated the board on the medical office that is located in the downtown, he stated that is a permitted use. The board was reminded of the business located at Wayne and Van Born: Motor City Meats, and the importance of supporting local.
 10. The board discussed the Romulus Rotary Parade of Lights and what a fantastic job they did for the festival parade.
 - 10A. Jodie Kain, a member of the Citizen's Advisory Council thanked the City for all their help to assist in the process of cleaning up the homes on Bibbins Street that were deteriorating.

18-DDA-753

11. Motion by Paige, supported by Hindman to adjourn the meeting at 11:11 a.m. Motion carried.

Melissa Crova, Secretary
Approved November 14, 2018