

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**“Regular Meeting”**  
**Wednesday, September 14, 2016 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, August 10, 2016.
4. Treasurer’s Report
5. Motion to approve the current bills in the amount of \$4,001.76.
- 5b. Motion to approve the Johnston Lithograph invoice in the amount of \$4,191.00
6. Old Business:
  - A.
  - B. Other
7. New Business:
  - A. .Motion to approve the entertainment contract with Magic Productions in the amount not to exceed \$26,200.00 for all sound, lighting, staging, bands for all 3 days of the Romulus DDA Pumpkin Festival September 16-18, 2016.
  - B. Motion to approve Maria Lambert and Merrie Druyor to attend the 2016 Michigan Downtown Association Conference October 13-14, 2016 in Traverse City in the amount not to exceed \$600.00.
  - C. Other
8. Directors Report
  - A. Project status and updates and reminders.
    1. Pumpkin Festival
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 10:32 a.m.

Present: Mayor LeRoy D. Burcroff, Doug Clark, Cindy Croft, Ron Hopson, Doug O'Leary and Stacy Paige.

Absent: Al Hindman and Rev. William Kren.

Excused: Al Hindman and Rev. William Kren.

16-DDA-573

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

16-DDA-574

3. Motion by Paige, supported by Croft to approve the minutes of the meeting held on Wednesday, August 10, 2016. Motion carried.

16-DDA-575

4. Motion by Burcroff, supported by Clark to approve the Treasurer's Report in the amount of \$85,212.28 and file for audit. Motion carried.

16-DDA-576

5. Motion by Paige, supported by Burcroff to approve the current bills in the amount of \$4,001.76. Motion carried.

16-DDA-577

- 5b. Motion by Burcroff, supported by Paige to approve the Johnston Lithograph invoices in the amount of \$4,191.00. Abstain: Johnston. Motion carried.

6. No discussion.

16-DDA-578

7. Motion by Croft, supported by Burcroff to approve the entertainment contract with Magic Productions in the amount not to exceed \$26,200.00 for all sound, lighting, staging, bands for all 3 days of the Romulus DDA Pumpkin Festival September 16-18, 2016. Motion carried.

16-DDA-579

- 7b. Motion by Burcroff, supported by Croft to approve Maria Lambert and Merrie Druyor to attend the 2016 Michigan Downtown Association Conference October 13-14, 2016 in Traverse City in the amount not to exceed \$600.00. Motion carried.

8. Maria informed the board that set-up for the Pumpkin Festival will begin Friday morning at 8am. Maria also updated the board on the brewery they have been approved for the license, and we are working on getting the façade completed and as soon as Artesian finishes with the equipment installation and is operational the state will award the final approval.
9. The Mayor updated the board on the following items:
  - Jimmy John's project is addressing some issues that have come up with the underground tanks that were found.
  - Update on the local business support program.
  - Incentive programs for new and existing businesses.
  - Outlet is still a live project, they have extended their plans, and have paid for permits for the curb cut. They are working on signing lease agreements with their tenants and at this time there is no ground breaking date set.
  - Wick Road water main project.
  - Wolverine Pipeline is moving forward.

Tim Keyes updated the board on the following items:

- Meeting in Lansing to discuss the loan & grant program for the grocery store.
  - Wickham Road project is on track and weeks away from completion.
  - Grant received for the old fire station to do renovations, we have a resident interested in the opening up a BBQ restaurant.
10. Stacy Paige stated nice job on the book, and said what a great job the committee did putting it together. Ron Hopson stated his property may have a possible buyer. Cindy Croft said the 15 minute parking sign in front of Comerica Bank has been turned.

16-DDA-580

11. Motion by Paige, supported by Croft to adjourn the meeting at 11:08 a.m. Motion carried.

Rev. William Kren, Secretary

Approved October 12, 2016