

DOWNTOWN DEVELOPMENT AUTHORITY

“Regular Meeting”

Wednesday, March 13, 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, February 14, 2018.
4. Treasurer’s Report
5. Motion to approve the current bills in the amount of \$57,180.68
6. Old Business:
 - A.
 - B. Other
7. New Business:
 - A. DDA Budget
 - B. Other
8. Directors Report
 - A. Project status and updates and reminders.
 - 1st Quarter Rocks & Department Rocks
 - Business Updates.
 - MDA workshop attended on March 8th
 - Amazon Job Fair event
 - Current events & Summer event planning
9. For Your Information
 - 2017 Final Capture Report
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 10:30 a.m.

Present: Mayor LeRoy D. Burcroff, Doug Clark, Melissa Crova, and Stacy Paige

Absent: Cindy Croft, Al Hindman, Rev. William Kren and Doug O’Leary

Excused: Cindy Croft, Al Hindman, Rev. William Kren and Doug O’Leary

18-DDA-689

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

18-DDA-690

3. Motion by Paige, supported by Clark to approve the minutes of the meeting held on Wednesday, February 14, 2018. Motion carried.

18-DDA-691

4. Motion by Mayor Burcroff, supported by Clark to approve the February Treasurer's Report in the amount of \$ 173,452.27 and file for audit. Motion carried.

18-DDA-692

5. Motion by Mayor Burcroff, supported by Paige to approve the current bills in the amount of \$57,180.68. Motion carried.

6. No discussion.

7. DDA Budget discussion:

- Merrie Druyor provided a brief overview of the draft DDA budget, she also stated to the board this is their opportunity to review it and make any changes they see necessary. The final budget would need to be adopted at the April meeting.

8. Merrie Druyor updated the board on the following:

- Merrie Druyor reviewed her first quarter rocks. She stated that they were almost through with the DDA Plan amendments, and as part of the adoption of the amended plan the Citizens Advisory Council will be reinstated to review the amendments before adoption and implementation.
- Merrie is making headway with site visits in the DDA with business owners and managers, and addressing landscaping that might need to be mended and fixed due to winter snowplowing.
- Merrie updated the board that she had attended a MEDA workshop conference last Thursday, March 8th and that she had come away with new ideas for the DDA. Mayor Burcroff added that we may want to invite the DDA Stakeholders to come to the open house.
- Walter's Bar will be celebrating their 75th Birthday on May 19th. Romulus Bowling Alley will be closing for a couple months over the summer for renovations, and the brewery will be scheduling its final inspection.
- Merrie informed the board that Tim Keyes and she had met with Amazon, SEMCA and Michigan Works regarding a huge (Big & Bold) job fair in the Downtown at the Senior Center. Which would include food trucks and radio advertising. The job fair will be scheduled towards the end of June and that Amazon would schedule the date approximately 5 weeks before their opening date in the end of July.
- Merrie also went over with the board, upcoming events, city clean sweep, Pumpkin Fest agenda coming together and Relay for Life Fund Raiser. Merrie also talked about the city's Code Red notifications and how important it is to get vital information out as soon as possible.

9. DDA Capture Report

- Merrie went through the Final Capture Report with the DDA.

18-DDA-693

10. Motion by Paige, supported by Mayor Burcroff to adjourn the meeting at 10:50 a.m. Motion carried.

Rev. William Kren, Secretary

Approved April 11, 2018