

DOWNTOWN DEVELOPMENT AUTHORITY

“Regular Meeting”

Wednesday, April 10, 2019 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 Tuesday, March 12, 2019.
4. Treasurer’s Report
5. Motion to approve the current bills in the amount of \$2,367.38.
6. Old Business:
 - A.
 - B. Other
7. New Business:
 - A. Romulus DDA Façade and Site Improvement Grant Program – Smith JJR
 - B. Downtown Opportunities Breakfast & Networking Event – May 9th
 - C. Motion to renew the Farmers Market Management Services Agreement with Chantae’ Fowler as the 2019 Farmers Market Manager.
 - D. Motion to accept the quote received from JL Mechanical Services, Inc. in the amount of \$10,900 to replace the non-working unit at the Shook Road Building located at 11189 Shook Road.
 - E. Other
8. Directors Report
 - A. Project status and updates and reminders.
 - Quarterly Rocks
 - Business Updates
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, Brian Bush, Doug Clark, Cindy Croft, Randy Moffatt and Stacy Paige

Absent: Kevin Higgins, Al Hindman, Doug O’Leary and Jeremy Westcott

Excused: Kevin Higgins, Al Hindman, Doug O’Leary and Jeremy Westcott

19-DDA-793

2. Motion by Croft, supported by Moffat to approve the agenda as presented. Motion carried.

19-DDA-794

3. Motion by Paige, supported by Clark to approve the minutes of the meeting held on Tuesday, March 12, 2019. Motion carried.

19-DDA-795

5. Motion by Moffat, supported by Croft to approve the Treasurer's Report in the amount of \$314,537.04 and file for audit. Motion carried.

19-DDA-796

6. Motion by Paige, supported by Bush to approve the current bills in the amount of \$2,367.38. Motion carried.

7. No old business.

8. FYI- Romulus DDA Façade and Site Improvement Grand Program- Smith Group JJR; Kathleen Duffy.

- 8B. Informed board of the Opportunities Breakfast and Networking event taking place on May 9th.

19-DDA-797

- 8C. Motion by Paige, supported by Moffat to renew the Farmer's Market Management Services Agreement with Chantae' Fowler as the 2019 Farmers Market Manager. Motion approved.

19-DDA-798

- 8D. Motion by Mayor LeRoy D. Burcroff, supported by Paige to accept the quote received from JL Mechanical Services, Inc. in the amount of \$10,900 to replace the non-working unit at the Shook road Building located at 11189 Shook road.

9. Merrie Druyor updated the board on the following:

- Quarterly Rocks- Housing Request for Proposals to be closed on the MITN on April 23rd.
- Downtown Updates – Grocery Store, Daycare, Concentra Demo

10. Public Comments

- Military tribute banners to be up by May 1st.
- Finalizing Spring Fling Event Details- May 11th
- 1st Study Session for budget, DDA Presents April 22nd
- Christmas tree planting April 12th
- Flyers have taken over the Progressive Hall & will be vacating the Shook Road Building.

18-DDA-799

11. Motion by Paige, supported by Croft to recognize Roger for his hard work on the Tribute Banners. Motion carried.

18-DDA-800

12. Motion by Croft, supported by Paige to adjourn the meeting at 11:33 a.m. Motion carried.

Randy Moffat

Randy Moffat, Secretary
Approved May 8, 2019