

DOWNTOWN DEVELOPMENT AUTHORITY
“Regular Meeting”
Wednesday, April 13, 2022 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, March 9, 2022.**
4. Motion to approve the Treasurer’s Report in the amount of \$668,648.59 and file for audit.
5. Motion to approve the current bills in the amount of \$3,706.37.
6. Old Business:
 - A. Kingsley House Assessment- Cost Estimates
 - B. Motion to approve the proposal from Thomas Roberts in the amount not to exceed \$10,500.
 - C. Banner Designs & Downtown Branding
 - D. Michigan DNR Grant – MaryAnn Banks & Historical Park
 - E. DDA properties
 - F. Other
7. New Business:
 - A. Motion to approve the quote from MoneyGreen Lawn Service LLC in the amount of \$1250.00 for decorative lighting in the Historical Park trees
 - B. Motion to approve the Final DDA Budget FY 22/23 and recommend adoption to City Council
 - C. Other
8. Directors Report
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 Chairperson, Keith Johnston at 10:30 a.m.

Present: Rachel Botu, Rev. James Bowen, Brian Bush, Steven Harmon, Arianna LeSure, Jeffrey Lowrey, Mayor Robert McCraight, Beth Maze, Randy Moffat, and Stacy Paige. Also present Director Merrie Druyor and Recording Secretary Chandler Bradley.

Absent: Doug O’Leary and Jeremy Westcott

Excused: Doug O’Leary and Jeremy Westcott

22-DDA-1065

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

22-DDA-1066

3. Motion by Paige, supported by Bush to approve the minutes of the meeting held on Wednesday, March 9, 2022. Motion carried.

22-DDA-1067

4. Motion by Lowrey, supported Mayor McCraight to approve the Treasurer's Report in the amount of \$668,648.59 and file for audit. Motion carried.

22-DDA-1068

5. Motion by Moffat, supported by Botu to approve the current bills in the amount of \$3,706.37. Motion carried.
6. Thomas Roberts of Thomas Roberts Architect provided the board with an overview of the cost assessment for repairs of the Kingsley House.

22-DDA-1069

- 6B. Motion by Mayor McCraight, supported by Maze to approve the proposal from Thomas Roberts in the amount not to exceed \$10,500 to prepare bid documents and additional drawings. Motion carried.

6C. Director Druyor updated the board on the banner designs & downtown branding progress.

6D. Director Druyor updated the board on the Michigan DNR Grant for updates to MaryAnn Banks & Historical Park.

6E. Director Druyor updated the board on DDA properties- meeting with Joe Watt from the Building Department to assess power issues at 37133 Goddard Rd.

6F. Director Druyor updated the board on the façade for the Martial Arts Studio.

22-DDA-1070

7. Motion by Bush, supported by Lowrey to approve the quote from MoneyGreen Lawn Service LLC in the amount of \$1250.00 for decorative lighting in the Historical Park trees. Motion carried.

22-DDA-1071

- 7B. Motion by Botu, supported by Moffat to approve the Final DDA Budget FY 22/23 and recommend adoption to City Council. Motion carried.

8. Director Merrie Druyor updated the board on the following items:

- Senior benches and cigarette receptacle
- DDA webinars- 1st video demystifying DDA's
- Pumpkin Festival- planning
- Sounds in Downtown Planning (2 booked bands)

- DDA Buildings
- DDA Board vacancy

9. FYI-

- Rachel Botu gave an update on Adkin Auto Car Shop- owner is cleaning out lot.

10. Other and Public Comment

- Rev. Bowen informed the board about needing more DDA coverage from PR firm.
- Johnston provided an idea to the board regarding, possibly turning the Kingsley House into a welcome center.

22-DDA-1072

11. Motion by Paige, supported by Lowrey to adjourn the meeting at 11:25a.m. Motion carried.

Randy Moffat, Secretary
To be approved May 11, 2022