

DOWNTOWN DEVELOPMENT AUTHORITY

“Regular Meeting”

Wednesday, March 8, 2023 at 10:30 am

Romulus City Hall Council Chambers

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of the Minutes of the meeting held on **Wednesday, February 8, 2023.**
4. Motion to approve the Treasurer’s Report and file for audit.
5. Motion to approve the current bills in the amount of \$1,690.42
6. Old Business:
 - A. Motion to enter into a 2 year agreement with Crexi to pay a 3rd of the monthly \$139.00 a month cost to be paid out of the Contractual Services line item 295-728-818.000
 - B. Other
7. New Business:
 - A. Motion to approve the amended DDA Bylaws – Article I, Article II Section 1, & 2 & Section III 3 & 4 & Article IV Section 6
 - B. Motion to approve the Preliminary DDA FY 23/24 Budget
 - C. Other
8. Directors Report
 - Leclerc downtown snow flake decorations have been removed.
 - Kingsley House- Jerry talked to Pam from Duall cleaning they are estimated to start end of March or early April depending on weather. Pam will keep us posted.
 - Kentwood furniture was delivered to 11189 Shook Road missing 2 single posts and 1 finished top trim front and back. Jerry called and left message to see when missing pieces will be delivered and completed. Courtney called back and said missing pieces will be delivered on Friday March 10th 2023.
 - Downtown Goddard and Designated areas of Historical park landscaping bid only had 1 bidder Premier Group Associates. The annual spring cleanup came in at \$13,070.00 and the monthly maintenance came in at \$1,595.00, the fall cleanup would be \$4,420.00.
 - CoStar has been cancelled effective immediately. Jerry spoke with Rebecca (Cadle) Brennan.
 - I attended the Harmon Grounds coffee tasting at Artisan Reserve on Tuesday February 28th 2023.
 - I sat in on the food truck licensing and permitting meeting with the clerk’s office.
 - We had an introduction zoom meeting with Downtown Strategies.
 - Military banners were put up in downtown Goddard and Historical Park.
 - We had a zoom call with OHM to discuss Mary Ann Banks Park scope of work.

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 10:31 a.m.

Present: Danielle Gibson, Steven Harmon, Randy Moffat, Mayor Robert McCraight, and Stacy Paige. Also present, Director Kevin Krause, and Recording Secretary Chandler Bradley.

Absent: Rev. James Bowen, Brian Bush, Arianna LeSure

Excused: Rev. James Bowen, Brian Bush, Arianna LeSure

23-DDA-1171

2. Motion by Moffat, supported Paige to approve the agenda as amended. Motion carried.

23-DDA-1172

3. Motion by Harmon, supported by Paige to approve the minutes of the meeting held on Wednesday, February 8, 2023. Motion carried.

23-DDA-1173

4. Motion by Mayor, supported by Gibson,, to approve the Treasurer's Report in the amount of \$785,302.32 and file for audit. Motion carried.

23-DDA-1174

5. Motion by Moffat,, supported by Mayor to approve the current bills in the amount of \$1,690.42. Motion carried.

23-DDA-1175

6. Motion by Harmon,, supported by Gibson to enter into a 2 year agreement with Crexi to pay a 3rd of the monthly \$139.00 a month cost to be paid out of the Contractual Services line item 295-728-818.000. Motion Carried.

23-DDA-1176

7. Motion by Paige,, supported by Harmon, to approve the amended DDA Bylaws – Article I, Article II Section 1, & 2 & Section III 3 & 4 & Article IV Section 6. Motion carried.

23-DDA-1177

- 7B. Motion by Moffat,, supported by Mayor, to approve the preliminary DDA FY 23/24 Budget. Motion carried.

8. Director Krause updated the board on the follow items on behalf of DDA Director Jerry Frayer:

- Leclerc downtown snow flake decorations have been removed.

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Mayor McCraight updated the board about having a “food truck alley” on Hunt St.

9. FYI-

10. Other and Public Comment-

- Keith Johnston- Dr. Everingham office is closing and Dr. Davis office is moving
- Rita Denard- snow removal in front of the grocery store, city does not have social media presence, new banners downtown, Pumpkin Festival vendors did not doing well, DJ for Sounds in Downtown

23-DDA-1178

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

Brian Bush, Secretary
To be approved April 12, 2023