

**DOWNTOWN DEVELOPMENT AUTHORITY**

**“Regular Meeting”**

**Wednesday, June 8, 2022 at 10:30 am**

**Romulus City Hall Council Chambers**

**Revised AGENDA**

1. Call to Order and Roll Call
2. Approval of Agenda
3. Approval of the Minutes of the meeting held on **Wednesday, May 11, 2022.**
4. Motion to approve the Treasurer’s Report in the amount of \$628,019.62 and file for audit.
5. Motion to approve the current bills in the amount of \$5,149.58.
6. Old Business:
  - A.
  - B. Other
7. New Business:
  - A. 36539 Goddard Road discussion
  - B. Motion to approve the director to move forward with the demo process of 36539 Goddard Road
  - C. Motion to approve the Visioning Proposal with an amount not to exceed \$4,500.00
  - D. Motion to approve the extension of Commercial Grounds contract for bi-weekly landscape services in the amount of \$260.00 each for the 2022 spring, summer, and fall season.
  - E. Motion to approve the Commercial Grounds Tree Trimming Proposal and the replacement of the ground cover plantings in the amount not to exceed \$4,340.00
  - F. Motion to approve the proposal LeCler Display for placement of American Flags on the downtown light poles
  - G. 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 10:35 a.m.

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

Absent: Rev. James Bowen, Arianna LeSure, and Jeremy Westcott

Excused: Rev. James Bowen, Arianna LeSure, and Jeremy Westcott

22-DDA-1080

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

22-DDA-1081

3. Motion by Botu, supported by Lowrey to approve the minutes of the meeting held on Wednesday, May 11, 2022. Motion carried.

22-DDA-1082

4. Motion by Moffat, supported Maze to approve the Treasurer's Report in the amount of \$628,019.62 and file for audit. Motion carried.

22-DDA-1083

5. Motion by Paige, supported by Bush to approve the current bills in the amount of \$5,149.58. Motion carried.

6. Old Business – No discussion

7. The Board discussion the condition of 36539 Goddard Road, and the recommendation of the Building Department.

22-DDA-1084

- 7B. Motion by Lowrey, supported by Harmon to approve the director to move forward with the demo process of 36539 Goddard Road. Motion carried.

22-DDA-1085

- 7C. Motion by Bush Supported by Botu to approve the Visioning Proposal with an amount not to exceed \$4,500.00. Motion carried.

22-DDA-1086

- 7D. Motion by Moffat, supported by Harmon to approve the extension of Commercial Grounds contract for bi-weekly landscape services in the amount of \$260.00 each for the 2022 spring, summer, and fall season. Motion carried.

22-DDA-1087

- 7E. Motion by Botu, supported by Maze to approve the Commercial Grounds Tree Trimming Proposal and the replacement of the ground cover plantings in the amount not to exceed \$4,340.00. Motion carried.

22-DDA-1088

- 7F. Motion by Lowrey, supported by Mayor McCraight to approve Option #1 of the proposal from LeCler Display for placement of American Flags on the downtown light poles on Goddard Road from the railroad tracks to the turn near the digital sign in the amount not to exceed \$1,800.00. Motion carried.

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

- MDA Conference in Charlevoix – Summer Workshop Sessions
- Chamber Building and 37133/37135 Goddard Road repair update
- Kingsley house bid document update
- Fox 2 and Channel 4 media coverage
- Sounds in Downtown – June 10<sup>th</sup> first concert
- Pumpkin Festival update – draft schedule of events is under review by committee
- Romulus Chamber is seeking applicants to fill the vacant Executive Director position
- 2 new re-occupancies Final Holdings Inc. 38630 Goddard and Perma Dry MI Basement Waterproofing 36015 Goddard Road.

Mayor McCraight thanked the board for their support for him to attend the Mackinac Policy Conference last week and provided the board with an update on some of the key take a ways and successful networking opportunities he was able to make.

9. FYI-

10. Other and Public Comment

22-DDA-1089

11. Motion by Paige supported by Botu to adjourn the meeting at 11:24 a.m. Motion carried.

*Randy Moffat*

Randy Moffat, Secretary

Approved July 13, 2022