

ROMEO DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING
Monday, December 5, 2022 – 6:00 PM.
ROMEO COMMUNITY CENTER
361 Morton Street, Romeo, Michigan 48065

APPROVED MINUTES

1. **Call to Order**
Chair, Stephens called the meeting to order at 6:25pm
Roll Call
Present: Rose, Poznanski, Hayes, Kellogg, Stephens, Tarr
Absent: None
Staff present: Miller
2. **Pledge of Allegiance**
3. **Public Forum**
4. **Approval of Agenda**
MOTION by poznanski, Support by Kellogg to approve December 5, 2022 agenda as presented.
Ayes: All
Nays: None
MOTION carried.
5. **Approval of the Minutes:**
 - a. *MOTION by Rose, Support by Stephens to approve November 7, 2022 Regular Meeting Minutes as presented.*
Ayes: All
Nays: None
MOTION carried.
6. **Financial Report:**
 - a. **Presentation by Executive Director**
 - b. *MOTION by Rose, Support by Kellogg to approve payment of bills through November 28, 2022 in the amount of \$15,022.23.*
Roll Call
Ayes: Rose, Poznanski, Hayes, Kellogg, Stephens, Tarr
Nays: None
MOTION carried.
7. **DDA Executive Director's Report**
Miller gave an overview of items outlined in her director's report.
8. **Funding Requests: none**
9. **Committee Reports**
 - a. **Policy Committee: none**
 - b. **Parking Study Committee:**
 - i. **An overview was presented by Miller and Hayes regarding discussion at a committee meeting. More discussion to be had under unfinished business.**
10. **Unfinished Business**
 - a. **Marketplace Alley**
MOTION by Stephen, Support by Tarr to present to Village council to extend alley closure to February 28, 2023 to accommodate WinterFest 2023.
Ayes: Rose, Hayes, Kellogg, Stephens, Tarr
Nays: None
Abstain: Poznanski
MOTION carried.
 - b. **Lock's Cleaners Parking Lot for Winter 2022/2023**
Discussion ensued.
No board action was taken. It was noted by Miller that Jason Foltz of Town Hall Antiques volunteered to plow and salt the lot if allowed by the owner.

11. New Business

a. 2023 DDA Events Calendar

- i. Romeo WinterFest 5K presentation by Mike Buslepp**
- ii. Romeo VintageFest car show & vintage camper show**

MOTION by Hayes, Support by Tarr to approve the 2023 Events Calendar and banner schedule as presented.

Ayes: All

Nays: None

MOTION carried.

b. Vacant Board member positions

Discussion ensued regarding 2 vacant board positions. Members of the audience asked questions of Village President Poznanski what the process would be. Anyone interested in being considered was encouraged to contact the village president.

c. GFL waste hauler service & Rubbish millage

Discussion ensued regarding the waste hauler and rubbish millage.

No board action was taken.

d. Insurance renewals

i. Director & Officers insurance renewal

MOTION by Hayes, Support by Stephens to approve Director & Officers Liability Insurance as issued by Maris Brown Insurance to be effective 12/15/2022-12/15/2023 in the amount of \$1,275.00.

Roll Call

Ayes: Rose, Poznanski, Hayes, Kellogg, Stephens, Tarr

Nays: None

MOTION carried.

ii. Liability & property insurance renewal

MOTION by Rose, Support by Brandt to approve Liability and Property Insurance renewal with Maris Brown Insurance in an amount of \$691 for the period of January 5, 2023 to January 5, 2024

Roll Call

Ayes: Rose, Poznanski, Hayes, Kellogg, Stephens, Tarr

Nays: None

MOTION carried.

e. DDA office lease agreement

Discussion ensued regarding the DDA office lease agreement with the Village of Romeo and access to the leased space.. Board members and members of the audience asked questions of Village President Poznanski. Per President Poznanski, she is recommending termination of lease and will be placed on the Village Council agenda for December 19, 2022.

12. Board Member Comments

Comments were made.

13. Adjournment

Motion by Rose, Support by Tarr to adjourn.

Ayes: All

Nays: None

MOTION carried.

Meeting adjourned at 7:58pm

Respectfully Submitted,
Elizabeth Miller, Executive Director

Minutes approved by DDA Board motion on _

 X As Presented

 With Amendments