

Romeo Downtown Development Authority Regular Meeting

Monday November 6, 2023 – 7:00pm

361 Morton Street, Romeo, MI 48065 South Meeting Room

Minutes

1. Roll Call
Present – McLeod, Lee, St. Laurent, Poznanski, Hutnick, Rose
Absent – Tarr
2. Pledge of Allegiance
3. Approval of agenda: adding Unfinished Business d. Social District and e. Marketing RFP
Motion by: Lee Second by: McLeod None: opposed
4. Approval of the Minutes:
 - a. October 2, 2023 Board Meeting Minutes:
Motion by: Lee Second by: Poznanski Opposed: None
5. Public Forum
6. Financial Report:
 - a. Report given by McLeod
 - b. Approve payment of bills September 25th through October 29th, 2023 in the amount of **\$33,060.86**
Motion by: Lee Second by: Poznanski
Roll call: Yes: McLeod, Poznanski, Hutnick, St Laurent, Lee, Rose
 No: None
 Motion passes 6-0
7. Funding Requests – None
8. Unfinished Business:
 - a. Capital Improvement Plan MML Training – Took place and was attended by Hutnick, Lee, St Laurent, Poznanski.
 - b. 2024 Floral Contract – some clarification is needed to assure vendors are clear with expectations and timelines - updates will be presented next month.
 - c. PILOP Committee Report – Motion made to accept St Laurent as the DDA representative on this committee.
Motion by: Lee Second by: McLeod Opposed: None
 - d. Social District Committee Meetings continue. Findings and recommendations will be presented at a later date.
 - e. Marketing RFP – recommendations will be given in December.
9. New Business:
 - a. Budget Amendment – motion made to move \$9,200 from CBD Revenue Sharing to CBD events.
Motion made by: Lee Second by: Poznanski
Roll Call: Yes: Lee, Poznanski, Hutnick, McLeod, St Laurent, Rose
 No: None
 Motion Passes 6-0

Approved

b. Winterfest – Reported by Lee – this will be a 5-6 week event running during the months of January and February. Activities will include but not limited to Ice Sculptures, 5K Run, Chili Cook-off, Carriage Rides, Music. Promotional material to follow.

c. Igloo – Reported by Lee – recommend the purchase of igloo’s which would be located in the Village Park and be for community use. Motion to budget and not to exceed \$2,500 for this purchase.

Motion made by: Lee Second by: McLeod

Roll Call: Yes: Lee, McLeod, Poznanski, Hutnick, St Laurent

No: Rose

Motion Passes 5-1

d. 2024 Meeting Calendar – Calendar presented and motion to approve.

Motion made by: Hutnick

Second by: Rose

Opposed: None

e. 4CCF Card Access – motion to allow card access to the DDA office for Kathy from 4CCF through Jan 1, 2024.

Motion made by: Rose

Second by: McLeod

Opposed: None

10. Board Member Comments:

11. Adjournment: Motion by: Lee Second by: McLeod Passed 6-0

Adjourned 7:42pm