

Approved

**Romeo Downtown Development Authority Regular Meeting**

**Wednesday, March 13, 2024 – 7:00pm**

**361 Morton Street, Romeo, MI 48065 South Meeting Room**

**MINUTES**

1. Roll Call: 7:00pm  
Present – St Laurent, Lee, Hutnick, Poznanski, Osebold, Bowers, Van Wormer, Rose  
Absent – None
2. Pledge of Allegiance
3. Approval of agenda  
Motion by: Lee            Second by: Osebold    Opposed: none
4. Welcomed new board members: Missy Van Wormer
5. Approval of the Minutes:  
    March 4, 2024 Regular Meeting Minutes  
    March 13, 2024 Regular Meeting Minutes - (Rescheduled as Special)  
    Motion by: Lee            Second by: Osebold    Opposed: none
6. Public Forum: None
7. Financial Report:
  - a. Report given by Lee
  - b. Approve payment of bills January 19<sup>th</sup> 2024 through February 25<sup>th</sup> 2024 in the amount of \$8,506.88  
Motion by: Poznanski    Second by: Hutnick  
Roll Call: Yes: St Laurent, Lee, Hutnick, Poznanski, Osebold, Bowers, Van Wormer, Rose  
              No: None  
              Motion passes 8-0
8. Funding Requests: None
9. Unfinished Business:
  - a. Mi Class Investment: Lee provided update. Suggested a motion to table more action until 7/1 our new budget year.  
Motion to approve by: Rose    Second by: Osebold  
Roll Call: Yes: St Laurent, Lee, Poznanski, Hutnick, Osebold, Bowers, Van Wormer, Rose  
              No: None  
              Motion passes 8-0
  - b. Employment Committee Update given by St. Laurent. Offer letter give to candidate.

- c. Proposed professional services budget amendment. Discussion regarding additional funds needed to complete the fiscal year. Motion made to move \$15,000 from CBD Revenue Sharing to Professional Services.  
Motion made by: Lee    Second by: Bowers  
Roll Call: Yes St Laurent, Lee, Poznanski, Hutnick, Osebold, Bowers, Van Wormer, Rose  
No: None  
Motion passes 8-0
- d. Budget Amendment discussion regarding CBD Events. Motion to move the balance of \$5,800 from CBD Revenue Sharing to CBD Events.  
Motion by: Poznanski                      Second by: Bowers  
Roll Call: Yes: St Laurent, Bowers, Lee, Hutnick, Poznanski, Osebold, Van Wormer, Rose  
No: None  
Motion passes: 8-0
- e. Shakespeare in the Village – Planned for Fall 24 or Spring 25. Presentation planned for our next meeting.
- f. Statement of support of Occupancy Permits. DDA discussed putting issuing a statement of support to the Village to request better monitoring of the ordinance. Discussion resulted in a motion to appoint Paul Bowers as the DDA Liaison to the Planning and Zoning Commission. Paul will report back with developments and feedback from those committee meetings and speak at those meeting on behalf of the DDA Board.  
Motion by: Osebold    Second by: Hutnick  
Roll Call: Yes: St Laurent, Lee, Poznanski, Hutnick, Osebold, Bowers, Van Wormer, Rose  
No: None  
Motion passes: 8-0
- g. Request to rescind the PILOP ordinance. Discussion ensued how this ordinance could and has inhibit business development in the CBD. Ideas for better education including wayfinding and other possible parking solutions would be result in better results. With that a motion was made to form a DDA Subcommittee to discuss further and assemble and present a presentation to the Village PILOP Committee. Subcommittee will exist of Bowers, St Laurent, and Van Wormer.  
Motion by: Van Wormer                      Second by: Lee  
Roll Call: Yes: St Laurent, Lee, Poznanski, Hutnick, Osebold, Bowers, Van Wormer, Rose  
No: None  
Motion passes: 8-0

10. New Business:

- a. Vintagefest 2024. Presentation given by committee of Osebold and Hutnick. Request of \$9,600 for event to be planned for June 8<sup>th</sup>. Motion made to hold the event with a budget not to exceed \$7,700 and with the exception of utilizing Food Vendors due to Board stance taken in 2023.  
Motion by: Poznanski    Second by: Osebold  
Roll Call:                      Yes: Lee, Poznanski, Hutnick, Osebold, Van Wormer.  
No: St Laurent, Bowers, Rose  
Motion passes: 5-3

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- b. Summer Concert Series. Discussed to again hold this series to compliment the program put on by the Parks and Rec Department. A committee chair will be found and this will be a continued discussion next month.
  - c. Attorney RFP discussion. Motion made to pursue an RFP for DDA Attorney services.  
Motion by: Bowers      Second by: Rose  
Roll Call: Yes: St Laurent, Lee, Hutnick, Poznanski, Osebold, Bowers, Van Wormer, Rose  
              No: None  
              Motion passes: 8-0
  - d. Tech Equipment. Discussion regarding the tech equipment that is in the DDA office and is not being used. Authorize to donate.
  - e. Budget Workshop. Proposed meeting dates: 4/10 and 4/24.
11. Board Member Comments
12. Adjournment: 9:36pm  
Motion to adjourn by: St Laurent      Second by: Osebold      Passes: 8-0