

**ROMEO DOWNTOWN DEVELOPMENT AUTHORITY  
REMOTE SPECIAL ZOOM MEETING MINUTES  
WEDNESDAY, SEPTEMBER 22, 2021- 5:30 PM.**

Join Zoom Meeting

<https://us02web.zoom.us/j/89049736557?pwd=clZVYUhhNjIjCZFdjRXFTcjlN0eGVMZz09>

Meeting ID: 890 4973 6557      Passcode: 722489

*The purpose of the Romeo Downtown Development Authority is to correct and prevent deterioration in the Romeo Business District; to encourage historic preservation; to authorize the creation and implementation of development plans in the district and promote economic growth.*

**MINUTES**

**Call to Order/Pledge of Allegiance**

Chair, Kelley Stephens called the meeting to order at 5: 30 pm and led attendees in the Pledge of Allegiance

**Roll Call**

Executive Director Lisa Hall called the roll

*Present: Tarr, Rose, Hayes, Poznanski, Brandt, Stephens*

*Absent: Malzahn, Parker, Humpheys*

*A quorum of the Board was present*

**Public Forum** - One guest was in attendance

**New Business** - 2021 Christmas Lighting Streetscape Bid Opening

Stephens asked how many bids had been received?

Hall stated one (1).

Stephens asked Hall to open the bid and read it aloud to all members.

Hall opened bid received from Cold Frame Farm and read aloud to all board members, showed image to all board members on camera.

Bid submitted meets all requirements as stated in request for bid posted on DDA website and on Village of Romeo Website.

Price to provide all greens and installation and all maintenance of Christmas Lighting owned by the Romeo DDA, \$17,500.00. Additional costs for maintenance and repair of lighting throughout period of display from November 2021 through mid January 2022 not to exceed \$1,300.00.

Hayes stated the cost for installation in 2020 was \$16,500.00 and the current bid is \$17,500.00.

Brandt stated he would install the same lighting on the building fronts as in 2020. Will not need to purchase any other new lights for building fronts this year.

MOTION by Stephens second by Hayes to approve bid price of \$17,500.00 as submitted by Cold Frame Farm to provide all services as stated in Downtown Romeo Streetscape Holiday Decorations 2021-2022.

Rose asked for clarification of where the \$1,000.00 will come from in the budget.

Brandt stated there is money in the budget to purchase additional lights, we don't need to purchase any this year.

Hayes asked if any of the Christmas banners will be going up this year.

Stephens stated we do not know but I will reach out to Amy Aul.

Stephens stated there is still a motion still on floor.

**MOTION by Stephens second by Hayes to approve bid price of \$17,500.00 as submitted by Cold Frame Farm to provide all services as stated in Downtown Romeo Streetscape Holiday Decorations 2021-2022.**

**FOR THIS MOTION**      **YES:** *Stephens, Hayes, Rose, Tarr, Brandt, Poznanski*

**No:** *None*

**MOTION carried.**

#### **Adjournment**

**MOTION** by Stephens second by Poznanski to adjourn the meeting at 5: 42PM.

**FOR THIS MOTION**      **Yes:** *Stephens, Poznanski, Hayes, Brandt, Rose, Tarr*

**No:** *None*

**MOTION carried.**

Meeting adjourned

Respectfully Submitted,

Lisa Hall, Executive Director

Minutes approved by DDA Board motion on

\_\_\_\_\_ As Presented

\_\_\_\_\_ With Amendments