

**DOWNTOWN DEVELOPMENT AUTHORITY
CITY COMMISSION CHAMBERS
ROYAL OAK, MICHIGAN
www.romi.gov**

**Wednesday, January 15, 2020
Regular Meeting
4:00 P.M.**

Present

Gary Baglio
Dave Gillam, Acting City Manager
Jason Krieger
Tonya Lockwood
Lori London
Matt Riley
Jennifer Rossbach
Michael Sophiea, Vice Chairperson
Anthony Yezbick

Absent

Staff

Tim Thwing, Executive Director
Sean Kammer, Downtown Manager

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1. **Call to Order**
2. **Public Comment**
3. **Approval of Meeting Minutes from December 18, 2019**
4. **Expenses**
 - a. **Monthly Expenses**
5. **Election of Officers**
 - a. **Chairperson**
 - b. **Vice Chairperson**
6. **Bike Rack Design and Plan**
7. **Downtown Park – Recommendation**
8. **Reschedule October 21, 2020 DDA Meeting**
9. **Other Business & Reports**
 - a. **Downtown Manager Report**
 - b. **Siren PR – Proposal**

c. Metrotimes Blowout 2020

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1. CALL TO ORDER

Vice Chairperson Sophiea called the meeting to order at 4:05 p.m.

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2. PUBLIC COMMENT

Vice Chairperson Sophiea opened Public Comment.
After hearing all public comments, public comment was closed.

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3. APPROVAL OF MEETING MINUTES FROM DECEMBER 18, 2019

MOVED by Director Krieger
SUPPORTED by Director Riley

To Approve the minutes of the December 18, 2019 DDA meeting, as presented

MOTION APPROVED UNANIMOUSLY.

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4. EXPENSES

a. Monthly Expenses

The invoices received and paid for the month of December 2019 were provided as information, no action is required.

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5. ELECTION OF OFFICERS

Vice Chairperson Sophiea opened the floor for nominations.

MOVED by Director Krieger
SUPPORTED by Director Yezbick

To Nominate Mike Sophiea as Chairperson and Tony Yezbick as Vice Chairperson of the DDA for 2020.

There being no other nominations Vice Chairperson Sophiea closed the nomination and called for the vote.

MOTION APPROVED UNANIMOUSLY.

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6. BIKE RACK DESIGN AND PLAN

MOVED by Director Krieger
SUPPORTED by Director London

Be It Resolved, the Downtown Development Authority approves the purchase and installation of new bikes in the downtown, consistent with the attached plan and replacing the proposed orange racks with a color that matches the gray base of wayfinding signs, at a cost not to exceed \$10,000 with funds coming from the contingency fund and authorizes the Executive Director to execute the installation agreement with Worry Free Inc.

MOTION APPROVED UNANIMOUSLY.

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7. DOWNTOWN PARK - RECOMMENDATION

MOVED by Director Krieger
SUPPORTED by Director Riley

Whereas, several ideas, concepts and issues have been discussed during the preliminary design process, and

Whereas, many design details for the park still need to be prepared, reviewed and approved, and

Whereas, it is necessary to give the design team direction and narrow the focus of the park design,

Be It Resolved, the Royal Oak Downtown Development Authority hereby supports Glade A as the preferred concept plan for the proposed downtown park.

MOTION APPROVED UNANIMOUSLY.

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8. RESCHEDULE OCTOBER 21, 2020 DDA MEETING

MOVED by Director Riley
SUPPORTED by Director Gillam

Be It Resolved, the Downtown Development Authority, hereby reschedules its regular October 21, 2020 meeting to October 14, 2020.

MOTION APPROVED UNANIMOUSLY.

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9. OTHER BUSINESS & REPORTS

a. Downtown Manager's Report

Provided as information, no action is required.

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b. Siren PR - Proposal

MOVED by Director Baglio
SUPPORTED by Director Krieger

Be It Resolved, the Downtown Development Authority, DDA approves Siren PR conducting a communications assessment for the DDA for a price not to exceed \$9,500, with the necessary funds allocated from the Contingency and authorizes the Executive Director to execute the agreement.

MOTION APPROVED UNANIMOUSLY.

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c. Metrotimes Blowout 2020

MOVED by Director Krieger
SUPPORTED by Director Baglio

Be It Resolved, the Downtown Development Authority approves the sponsorship request from the Metrotimes for its event entitled Royal Oak Blowout 2020 in the amount of \$50,000 subject to the approval of a special event permit by the city and authorizes the Executive Director to draft an agreement, which is subject to revision by the City Attorney.

MOTION APPROVED UNANIMOUSLY.

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There being no further business to bring before the Royal Oak Downtown Development Authority, the following motion was made:

MOVED by Director Krieger
SUPPORTED by Director Yezbick

To Adjourn the January 15, 2020 DDA regular meeting at 5:30 p.m.

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MOVED UNANIMOUSLY.

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