

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

**Wednesday, May 18, 2022
Regular Meeting
4:00 P.M.**

Present

Paul Brake, City Manager
Salvatore LoGrasso
Lori London
Matt Riley
Jennifer Rossbach, Vice Chairperson
Michael Sophiea, Chairperson
Anthony Yezbick

Absent

Michael Keith

Staff

Tim Thwing, Executive Director
Daniel Hill, Downtown Manager

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1. **Call to Order**
2. **Public Comment**
3. **Approval of Meeting Minutes from April 20, 2022**
4. **Expense Items**
 - a. **Monthly Expenses April 2022**
5. **Sights & Sounds Sponsorship Request**
6. **Budget Amendments – Infrastructure Committee Recommendations**
7. **Committee Structure, Members, and meeting dates/times**
 - a. **Rules & Regulations Revisions as necessary**
8. **Reports**
 - a. **Siren PR Communication & Impact Report April 2022**
 - b. **SEP 22-23 The Art of Fire**
 - c. **SEP Royal Oak Pride**
 - d. **SEP – ABE Cannabis**
 - e. **Winter Blast Fund Distribution Agreement**

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1. CALL TO ORDER

Chairperson Sophiea called the meeting to order at 4:00 p.m.

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2. PUBLIC COMMENT

Chairperson Sophiea opened Public Comment.
After all public comment was received public comment was closed.

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3. APPROVAL OF MEETING MINUTES FROM APRIL 20, 2022

MOVED by Director Rossbach
SUPPORTED by Director London

To Approve the minutes of the April 20th, 2022, 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 April 2022 were provided as information, no action is required.

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5. SIGHTS & SOUNDS SPONSORSHIP REQUEST

MOVED by Director Rossbach
SUPPORTED by Director Yezbick

Be it resolved, the DDA Board authorizes the Executive Director to enter into a sponsorship agreement with the Royal Oak Farmer's Market to fund the sound equipment for the Sights and Sounds event series at an amount not to exceed \$16,000.

MOTION APPROVED UNANIMOUSLY.

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6. BUDGET AMENDMENTS – INFRASTRUCTURE COMMITTEE RECOMMENDATIONS

MOVED by Director Yezbick
SUPPORTED by Director Rossbach

Be It Resolved, the Downtown Development Authority hereby allocates \$964,125 from its FY 21-22 Development Fund budget towards the installation of mast arm traffic signals at the indicated locations; 11 Mile at Main, 11 Mile at Center, 11 Mile at Washington, Main at 3rd, Main at 4th and Main at Lincoln.

MOTION APPROVED UNANIMOUSLY.

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MOVED by Director Yezbick
SUPPORTED by Director Rossbach

Be It Resolved, the Downtown Development Authority hereby schedules a Work Session for June 8th, 2022, at 4:00 pm in a location to be determined by the Executive Director.

MOTION APPROVED UNANIMOUSLY.

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MOVED by Director Rossbach
SUPPORTED by Director LoGrasso

Be It Resolved, the Downtown Development Authority hereby allocates \$53,000 from its FY 22-23 Development Fund Budget toward the repair/replacement of conduit/wiring along South Main Street.

MOTION APPROVED UNANIMOUSLY.

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MOVED by Director Riley
SUPPORTED by Director Rossbach

Be It Resolved, the Downtown Development Authority hereby allocates a not-to-exceed amount of \$8,000 towards the installation of a concrete pad for a refuse enclosure to be installed adjacent to the Rock on Third, subject to the owners providing all other necessary funding and the city commission approving the appropriate license agreement.

MOTION APPROVED UNANIMOUSLY.

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7. COMMITTEE STRUCTURE, MEMBERS, AND MEETING DATES/TIMES

After discussing a variety of options, it was the consensus of the board that staff should prepare suggested revisions to the existing Rule & Regulations for the board consideration at a future meeting.

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11. REPORTS

- a. **Siren PR Communication & Impact Report April 2022**
Provided for information no action necessary.
- b. **SEP 22-23 The Art of Fire**
Provided for information no action necessary.
- c. **SEP Royal Oak Pride**
Provided for information no action necessary.
- d. **SEP – ABE Cannabis**
Provided for information no action necessary.
- e. **Winter Blast Fund Distribution Agreement**
Provided for information no action necessary.

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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 Rossbach
SUPPORTED by Director London

To Adjourn the May 18, 2022, DDA regular meeting at 5:05 p.m.

MOTION APPROVED UNANIMOUSLY.



A handwritten signature in blue ink, appearing to read "L. E. Rossbach", followed by a horizontal line.