

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

**Wednesday, July 20, 2022
Regular Meeting
4:00 P.M.**

Present

Paul Brake, City Manager
Michael Keith
Matt Riley
Jennifer Rossbach, Vice Chairperson
Michael Sophiea, Chairperson
Anthony Yezbick

Absent

Salvatore LoGrasso
Lori London

Staff

Tim Thwing, Executive Director
Daniel Hill, Downtown Manager

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1. **Call to Order**
2. **Public Comment**
3. **Informational Meeting**
4. **Resume Regular Meeting**
5. **Approval of Meeting Minutes from June 15, 2022**
6. **Expense Items**
 - a. **Monthly Expenses June 2022**
7. **Give Thanks Bakery – 317 S. Main – Façade Grant Disbursement**
8. **Downtown Dollars – Arts Beats & Eats**
9. **Committee Structure**
10. **FY 22-23 Development Fund Budget - Amendments**
11. **Reports**
 - a. **Siren PR Communication & Impact Report June 2022**
 - b. **SEP 22-31 ROCC Summer Concert Series**

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1. CALL TO ORDER

Chairperson Sophiea called the meeting to order at 4:05 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. INFORMATIONAL MEETING

Mr. Thwing provided an overview of this required meeting.

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4. RESUME REGULAR MEETING

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5. APPROVAL OF MEETING MINUTES FROM June 15, 2022

MOVED by Director Rossbach
SUPPORTED by Director Brake

To Approve the minutes of the June 15th, 2022, DDA meeting, as presented

MOTION APPROVED UNANIMOUSLY.

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6. EXPENSES

a. Monthly Expenses

The invoices received and paid for the month of June 2022 were provided as information, no action is required.

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7. GIVE THANKS BAKERY – 317 S MAIN – FAÇADE GRANT DISBURSEMENT

MOVED by Director Keith
SUPPORTED by Director Rossbach

Be it resolved, the DDA Board authorizes the funds for the façade grant for 317 S. Main Street be disbursed to the applicant at an amount of \$10,000.00.

MOTION APPROVED UNANIMOUSLY.

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8. DOWNTOWN DOLLARS – ARTS BEATS & EATS

MOVED by Director Rossbach
SUPPORTED by Director Yezbick

Be it resolved, the DDA Board hereby approves the Downtown Manager to electronically deliver 5,000 gift cards valuing \$20 each, with terms outlined, to the first 1,200 qualified guests who sign-up over four (4) days, Friday, Saturday, Sunday, and Monday of the Arts Beats & Eats festival, with an additional 200 gift cards distributed as contingency each day or through social media giveaways, using the already deposited fund balance within the Yiftee account and authorizes the Executive Director deposit additional funds not to exceed \$30,000, and authorize the Executive Director to execute any necessary agreements subject to any final revisions from the City Attorney.

MOTION APPROVED UNANIMOUSLY.

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9. COMMITTEE STRUCTURE

MOVED by Director Rossbach
SUPPORTED by Director Keith

Be it resolved, the DDA Board hereby approves the two (2) committee structure as outlined in the memorandum and authorizes the Executive Director to modify Section VI of the Rules and Regulations.

MOTION APPROVED UNANIMOUSLY.

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10. FY 22-23 DEVELOPMENT FUND BUDGET - AMENDMENTS

MOVED by Director Rossbach
SUPPORTED by Director Brake

Be it resolved, the DDA Board hereby approves the budget amendment as presented with \$6,450 from the contracted worker services line item being allocated for cleaning the Starr Dream sculpture.

MOTION APPROVED UNANIMOUSLY.

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11. **REPORTS**

- a. **Siren PR Communication & Impact Report June 2022**
Provided for information no action necessary.
- b. **SEP 22-31 ROCC Summer Concert Series**
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 Riley
SUPPORTED by Director Yezbick

To Adjourn the July 20, 2022, DDA regular meeting at 5:01 p.m.

MOTION APPROVED UNANIMOUSLY.



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