

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

**Wednesday, August 21, 2019
Regular Meeting
4:00 P.M.**

Present

Gary Baglio
Jay Dunstan, Chairperson
Dave Gillam, Acting City Manager
Jason Krieger
Tonya Lockwood
Lori London
Matt Riley
Michael Sophiea
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 July 17, 2019**
4. **Expenses**
 - a. **Monthly Expenses**
5. **Request for Assistance – RORA Pink Out**
6. **Recommendation on Monthly Permits in Lot P9**
7. **Commercial Space – Schematic Design Plan**
8. **Façade Grant Application – 417 S Washington Ave The Proving Ground**
9. **Committee Updates**
 - a. **Consumer Marketing Committee – 07/02/19 meeting**
 - b. **Infrastructure Committee – 07/01/19 meeting**
 - c. **Business Marketing Committee – No meeting**

10. Other Business & Reports
a. Downtown Manager

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1. CALL TO ORDER

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

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2. PUBLIC COMMENT

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

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3. APPROVAL OF MEETING MINUTES FROM JULY 17, AND SPECIAL MEETING OF JULY 31, 2019

MOVED by Director Krieger
SUPPORTED by Director Sophiea

To Approve the minutes of the July 17, and July 31, 2019 DDA meetings, as presented

MOTION APPROVED UNANIMOUSLY.

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4. EXPENSES

a. Monthly Expenses

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

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The Downtown Manager indicate he needed to leave early today so several items were moved up on the agenda.

5. ITEM ADDED – CONTRACT 360 EVENT PRODUCTIONS HOLIDAY GLOW

MOVED by Director Riley
SUPPORTED by Director Krieger

Be It Resolved, the Downtown Development Authority approves the contract with 360 Event Productions LLC subject to any revisions required by the city attorney and authorizes the Executive Director to execute said contract.

MOTION APPROVED UNANIMOUSLY.

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6. DOWNTOWN MANAGER REPORT

Provided as information, no action is required.

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7. FAÇADE GRANT APPLICATION 417 S WASHINGTON – THE PROVING GROUNDS

MOVED by Director Krieger
SUPPORTED by Director Baglio

Be It Resolved, the Downtown Development Authority accepts the recommendation of the Infrastructure Committee regarding the façade grant application for 417 South Washington.

MOTION APPROVED UNANIMOUSLY.

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8. REQUEST FOR ASSISTANCE – RORA PINK OUT

MOVED by Director Gillam
SUPPORTED by Director London

Be It Resolved, the Downtown Development Authority hereby denies the request for funding and directs staff to utilize allocated resources and funding to help promote and market the Pink Out event.

MOTION APPROVED UNANIMOUSLY.

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9. RECOMMENDATION ON MONTHLY PERMITS IN LOT P9

MOVED by Director Riley
SUPPORTED by Director Baglio

Be It Resolved, the Downtown Development Authority recommends that the city commission direct staff to stop selling monthly permits for Lot P9

MOTION APPROVED UNANIMOUSLY.

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10. COMMERCIAL SPACE – SCHEMATIC DESIGN PLAN

MOVED by Director Krieger
SUPPORTED by Director Sophiea

Be It Resolved, the Downtown Development Authority approves the schematic design option A101-A and forwards it to the city commission for its review and approval.

MOTION APPROVED UNANIMOUSLY.

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11. COMMITTEE UPDATES

- a. **Consumer Marketing Committee – 08/12/19 meeting**
Provided as information, no action is required.

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- b. **Infrastructure Committee – 07/18/19 & 08/07/19 meetings**
Provided as information, no action is required.

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- c. **Business Marketing Committee – 08/08/19 meeting**

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12. OTHER BUSINESS & REPORTS

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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 August 21, 2019 DDA regular meeting at 5:20 p.m.

MOTION APPROVED UNANIMOUSLY.

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