

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

**Wednesday, July 24, 2024
Regular Meeting
4:00 P.M.**

Present

Kyle DuBuc
Michael Keith
Arbor Laclave
Lori London
Michael Sophiea, Chairperson
Mark Vanneste
Gail von Staden
Mark Wollenweber, Interim City Manager
Anthony Yezbick, Vice Chairperson

Absent

Salvatore LoGrasso
Jay Dunstan

Staff

Timothy E Thwing, Executive Director
Daniel Solomon, Downtown Manager

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1. **Call to Order**
2. **Public Comment**
3. **Approval of Meeting Minutes from June 26th, 2024**
4. **Expense Items**
 - a. **Monthly Expenses June 2024**
5. **Business**
 - a. **Plante & Moran Presentation**
 - b. **RO Live 2024 – 45 Day Review**
 - c. **Sign Grant Application – Clear2 Mortgage**
 - d. **Request for DD\$ - ABE Fashion Show 2024**
 - e. **Draft Master Plan – Downtown Core/Activity Center**
6. **Reports**
 - a. **Siren Communication and Impact Report July 1, 2023 – June 30, 2024**

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1. **CALL TO ORDER**

Chairperson Sophiea called the meeting to order at 4:03 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 JUNE 26, 2024

MOVED by Director Laclave
SECONDED by Director Wollenweber

To Approve the minutes of the June 24, 2024, meetings, as present.

MOTION APPROVED UNANIMOUSLY.

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4. EXPENSE ITEMS

a. Monthly Expenses June 2024

The invoices received and paid for the month of June 2024 were provided as information, no action is required.

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5. BUSINESS

a. PLANTE & MORAN PRESENTATION

MOVED by Director Laclave
SECONDED by Director Wollenweber

Be It Resolved; the Royal Oak Downtown Development Authority hereby recognizes its role and commitment to the parking system and the terms contained in the DDA Financing Contract (Series 2018 Revenue Bonds) thereby authorizing the transfer of \$1.5 million as requested by the city in the most appropriate method, and

Be It Further Resolved; discussions should continue regarding how to address issues related to the parking system.

MOTION APPROVED UNANIMOUSLY.

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b. RO LIVE 2024 – 45 DAY REVIEW

Shelly Kemp presented materials related to the RO Live 2024 event.
No action was necessary or taken.

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c. SIGN GRANT APPLICATION – CLEAR2 MORTGAGE

MOVED by Director Laclave
SECONDED by Director Wollenweber

Be it resolved, the Downtown Development Authority hereby approves the application for a sign grant for 219 S Main St as a reimbursement in an amount not to exceed \$3,500 or 50% of the actual project cost, whichever is less.

MOTION APPROVED UNANIMOUSLY.

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d. REQUEST FOR DD\$ - ABE FASHION SHOW 2024

MOVED by Director Yezbick
SECONDED by Director Dubuc

Be it resolved, the DDA Board authorizes the Downtown Manager to administer payment of up to \$150 Downtown Dollars for up to 35 models hired for the Arts, Beats, & Eats 2024 Fashion Show at an expense not to exceed \$5,500

MOTION APPROVED UNANIMOUSLY.

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e. DRAFT MASTER PLAN – DOWNTOWN CORE/ACTIVITY CENTER

The Draft Master Plan was referred to each committee for review and a recommendation.

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6. REPORTS

a. Siren Communications and Impact Report July 1, 2023 – June 30, 2024
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 Laclave
SECONDED by Director Keith

To Adjourn the July 24, 2024, DDA regular meeting at 5:22 p.m.

MOTION APPROVED UNANIMOUSLY.

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Timothy E. Thwing, Executive Director