

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

**Wednesday, February 15, 2023
Regular Meeting
4:00 P.M.**

Present

Paul Brake, City Manager
Jay Dunstan
Michael Keith
Arbor Laclave
Lori London
Michael Sophiea, Chairperson
Mark Vanneste
Anthony Yezbick, Vice Chairperson
Gail von Staden

Absent

Salvatore LoGrasso
Jennifer Rossbach

Staff

Timothy E Thwing, Executive Director
Daniel Hill, Downtown Manager

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1. **Call to Order**
2. **Public Comment**
3. **Approval of Meeting Minutes from January 18, 2023**
4. **Expense Items**
 - a. **Monthly Expenses**
5. **Parking Assessment – Committee Recommendations**
6. **FY 2023-24 Goals & Objectives**
7. **FY 2023-24 Development Fund Preliminary Budget Discussion**
8. **Reports**
 - a. **Siren PR Communication & Impact Report January 2023**
 - b. **SEP – ROCC Summer Concert Series**
 - c. **SEP – Amendment ABE Add Cannabis Sales-Consumption**
 - d. **Establish Parking Rates – Winter Blast**
 - e. **Commission for the Arts 2022 Annual Report & 2023 Goals-Objectives**

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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. APPROVAL OF MEETING MINUTES FROM JANUARY 18, 2023

MOVED by Director Dunstan
SUPPORTED by Director Laclave

To Approve the minutes of the January 18, 2023, 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 January 2023 were provided as information, no action is required.

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5. PARKING ASSESSMENT – COMMITTEE RECOMMENDATIONS

MOVED by Director Dunstan
SUPPORTED by Director London

Be it resolved, the Downtown Development Authority hereby accepts the Rich & Associates January 12, 2023, Downtown Parking Assessment and the recommendations contained within the document subject to the following adjustments:

Recommendation #1 – Handicap Spaces – not only should two handicap accessible spaces be added on W 2nd St. in front of post office but a complete review of potential locations for additional handicap spaces both on-street and in decks be considered, particularly in the core area.

Recommendation #2 – Reverse Angle Parking – should be eliminated and converted back to the standard “pull-in” angle parking configuration.

Recommendation #4 – Parking Time Limits – the two-hour limit should be increased to a maximum of three (3) hours for all on-street parking.

Recommendation #4b – Parking Time Limits – the grace period should be increased to 20 minutes.

Recommendation #6 – Enforcement – with the elimination of reverse angle parking this should not be an issue. However, should reverse angle parking not be eliminated no additional fine should be imposed.

Be it further resolved, one member of the DDA’s infrastructure committee should be included in all interface meetings with MPS.

MOTION APPROVED UNANIMOUSLY.

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6. FY 2023-24 GOALS & OBJECTIVES

Mr. Thwing provided an overview, indicating that this document has been provided to both the infrastructure committee and marketing/business relations committee for review and a recommendation. It is anticipated that the committees will provide a recommendation for consideration at the board’s March 15th, 2023, meeting.

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7. FY 2023-24 DEVELOPMENT FUND PRELIMINARY BUDGET DISCUSSION

Mr. Thwing provided an overview, indicating that this document has been provided to both the infrastructure committee and marketing/business relations committee for review and a recommendation. It is anticipated that the committees will provide a recommendation for consideration at the board’s March 15th, 2023, meeting.

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10. REPORTS

- a. **Siren PR Communication & Impact Report January 2023**
Provided for information no action necessary.
- b. **SEP – ROCC Summer Concert Series**
Provided for information no action necessary.
- c. **SEP – Amendment ABE add Cannabis Sales-Consumption**
Provided for information no action necessary.
- d. **Establish Parking Rate – Winter Blast**

Provided for information no action necessary. It was pointed out that the established rate was set at \$3.00.

- e. **Commission for Arts 2022 Annual Report & 2023 Goals & Objectives**
Provided for information no action necessary.

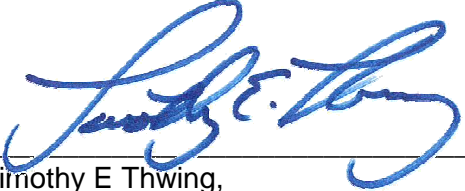
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There being no further business to bring before the Royal Oak Downtown Development Authority, the following motion was made:

MOVED by Director Yezbick
SUPPORTED by Director Laclave

To Adjourn the February 15, 2023, DDA regular meeting at 4:56 p.m.

MOTION APPROVED UNANIMOUSLY.



Timothy E Thwing,
Executive Director