Mission Statement: The Mission of the Wixom DDA is to coordinate the efforts of businesses and residents to promote the growth of the downtown area for the community's benefit.

Vision Statement: The Wixom Downtown Development Authority is to provide a friendly-welcoming downtown which will enhance and honor our history while promoting cultural, business, and recreational opportunities that attract businesses and residents.

AGENDA
Downtown Development Authority
49045 Pontiac Trail
Tuesday, June 27, 2023
7:30 a.m.

CALL TO ORDER:

ROLL CALL:

R. Meredith, Chairperson
C. Osburn, Vice-Chairperson
J. Buck
M. Garmo
K. Guzowski
S. Hartman
L. Payment
K. Rzeznik
V. Willett
P. Beagle, Mayor

DDA Staff: Laura Cloutier, DDA Executive Director
City Staff: Steve Brown, City Manager
Drew Benson, Assistant City Manager
Mona Freiburger, Recording Secretary

I. DETERMINATION OF QUORUM:

II. READING OF MISSION AND VISION STATEMENT:

III. APPROVAL OF AGENDA:

IV. PUBLIC COMMENTS:

V. APPROVAL OF MINUTES OF:
- **A. May 23, 2023, DDA Board Meeting Minutes**

VI. CORRESPONDENCE:

VII. EXECUTIVE DIRECTOR'S REPORT:
- **A. May 23, 2023 - Report**

VIII. OLD BUSINESS:
- **A. (None)**

IX. NEW BUSINESS:

- **A. Website Maintenance Management and Support Servies Contract Between Donco Marketing and the City of Wixom**
- **B. Wixom DDA Ala Carte Video Work Contract Between Donco Marketing and the Wixom DDA**
- **C. Executive Director KPI Scorecard**
- **D. Letter of Support for RAP 2.0 Revitalization and Placemaking Grant**
- **E. August DDA Special Board Meeting Date**

X. INFORMATION:

- **A. Committee Reports/Updates**
  - **Promotions Committee**
  - **Design Committee**
  - **Economic Vitality Committee**
  - **Organization Committee**
- **B. Downtown Business News/Events**
  - **2023: June 27 – July 3 – Lagerfest at DTBC**
  - **2023: June 29 – Family Fun Night/Summer Concert**
  - **2023: July 4th – City and DDA offices closed**
  - **2023: September 23rd – Downtown Day Block Party**

XI. PUBLIC COMMENTS:

XII. EXECUTIVE DIRECTOR'S COMMENTS:

XIII. BOARD MEMBERS' COMMENTS:

XIV. ADJOURNMENT:

SCHEDULE OF UPCOMING DDA MEETINGS:
August TBD
September 26, 2023
October 24, 2023
November 28, 2023

SCHEDULE OF UPCOMING JOINT BOARD MEETINGS:

NOTE: Anyone planning to attend the meeting who has a need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the Department of Public Services at 248.624.4664. Staff will be pleased to make the necessary arrangements (large print agendas or minutes, etc.) with proper notice given prior to the meeting.

RULES FOR PUBLIC SPEAKING:
Call to the Public:

- The public shall address the Board during the "Call to the Public" which shall be included on the agenda immediately after Correspondence and again immediately after New Business. The first Call to the Public immediately after Correspondence shall be limited to agenda items only.
- A person shall not address the Board in excess of five minutes unless the time is extended by a majority vote of the Board present.
- Persons wishing to address the Board shall identify themselves and their place of residence and shall state their reason for addressing the Board.
- All comments by the public shall be made directly to the Board.