AGENDA

Monthly Meeting Wixom DDA
Wixom Council Room B
49045 Pontiac Trail, Wixom, MI 48393

Tuesday, April 23, 2025
6:00 p.m. EST

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.

CALL TO ORDER:
ROLL CALL:

Chairperson:	J. Buck
Vice Chairperson:	C. Osburn
Mayor:	P. Beagle
Board of Directors:	M. Garmo
	K. Guzowski
	D. Hoppenstedt
	R. Meredith
	L. Payment
	V. Willett

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

CHANGES OR ADDITIONS TO THE AGENDA:

READING OF MISSION AND VISION STATEMENT:

PUBLIC COMMENTS:

APPROVAL OF MINUTES:
1.) DDA Budget Session Minutes, March 19, 2025
2.) Regular Meeting of the DDA Minutes, March 25, 2025

CORRESPONDENCE:
1.) Wixom Vacancy Rate Report
2.) Invitation to the Main Event

EXECUTIVE DIRECTOR'S REPORT:
1.) April 2025 Report and 2025 1st Quarter Financial Statement

OLD BUSINESS:
1.) Wixom Road Landscaping Bids: Recommendation to accept the low bid for Wixom Road Landscaping Services from CQC, Inc. of Romulus, Michigan, Water Tap Services from D'Angelo Brothers, In of Farmington Hills, Michigan for the total cost of $48,0044.00 from Downtown Enhancements account #248-729-956.006, Approve the Associated Budget Amendment, and Authorize the City Manager to execute the Agreements

NEW BUSINESS:

1.) **DDA Billboard Campaign**: Recommendation for approval to move forward with the proposed digital billboard marketing campaign. As well as the Economic Vitality Committee and Executive Director to additional information such as sample contract, implantation schedule, and design samples from Alluvit Media, owner of the billboards along I-96.

2.) **Downtown Alleyway Enhancement Project**: Recommendation to approve the proposed Downtown Alleyway Enhancement Project, as presented and allocate funding support though Technical Assistance provided by Main Street Oakland County.

INFORMATION:

1.) COMMITTEE REPORTS
   a. Design Committee
   b. Economic Vitality Committee
   c. Promotions Committee
   d. Organization Committee

2.) DOWNTOWN BUSINESS NEW/EVENTS
   a. 2025: May 3rd: Derby Day Races
   b. 2025: June 5th to August 21st: Summer Concert Series
   c. 2025: June 12th: City Employee, Boards and Commissioners Picnic
   d. 2025: June 12th: Main Event 25 Years of Main Street Oakland County
   e. 2025: June 26th: Lite the Night Fireworks
   f. 2025: September 20th: Wixom Block Party

PUBLIC COMMENTS

STAFF COMMENTS:

BOARD MEMBERS' COMMENTS:

ADJOURNMENT:

SCHEDULE OF UPCOMING DDA MEETINGS:
Wednesday, April 23, 2025 @ 6:00 pm
Tuesday, May 27, 2025 @ 7:30 am
Tuesday, June 24, 2025 @ 7:30 am
NO MEETING – July
Tuesday, August 26, 2025 @ 7:30 am
Tuesday, September 23, 2025 @ 7:30 am
Tuesday, October 28, 2025 @ 7:30 am
Tuesday, November 18, 2025 @ 7:30 am
NO MEETING – December

NOTE: Anyone planning to attend the meeting that requires special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at (248) 624-0865. Our staff will make the necessary arrangements (large print agendas or minutes, etc.) with proper notice given prior to the meeting.

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.