AGENDA

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

Tuesday, July 15, 2025
7:30 a.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
	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 Regular Monthly Meeting Board Minutes, May 27, 2025

CORRESPONDENCE:

EXECUTIVE DIRECTOR'S REPORT:

1.) June/July 2025 Report

OLD BUSINESS:

1) **Gateway, Facility Identification, and Wayfinding Signage Fabrication and Installation Bid:** Recommendation to Award the Bid for Gateway, Facility Identification, and Wayfinding Fabrication and Installation to Johnson Sign Company of Jackson, Michigan and Approve Project Budget of $169, 651 from DDA Signage Capital Account #401-751-971.547 and Recommend Approval to the City Council
2) **Bollards at Pontiac Trail and Wixom Road Northwest Corner**
3) **Downtown Wixom Billboard Campaign:** Recommendation to Approve a Twelve-Month Contract with Alluvit Media not to exceed $40,000 from Economic Vitality Account #248-729-956.004

NEW BUSINESS:

1.) **DDA Board Member Agreement:** Recommendation to Adopt the Wixom Downtown Development Authority Board Member Agreement as presented for current board members and future board members as policy of the Wixom DDA.

INFORMATION:

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

2.) DOWNTOWN BUSINESS NEW/EVENTS
   a. 2025: June 5th to August 21st: Summer Concert Series/Family Fun Nights
   b. 2025: August 14th: Hot Blues & BBQ
   c. 2025: September 20th: Wixom Block Party
   d. 2025: October 18th: Spooktacular Treat Hunt

PUBLIC COMMENTS

STAFF COMMENTS:

BOARD MEMBERS' COMMENTS:

ADJOURNMENT:

SCHEDULE OF UPCOMING DDA MEETINGS:
Tuesday, July 15, 2025 @ 7:30 am
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

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.