

I. **CALL TO ORDER:** The meeting was called to order at 8:41 AM with Chair Andy Gilbert presiding.

II. **ROLL CALL:**

*Present:* Andrew Agbay  
Donna Dirkse  
Petro Drakopoulos  
Jennifer Finney  
Maggie Gable  
Lawrence Gallagher  
Andy Gilbert  
Eli Hurwitz  
Mitchell Moses

*Absent:* Matthew Baumgarten – *excused*  
Alanda Knox – *excused*  
Matteo Passalacqua – *excused*  
Razur Rahman – *excused*  
Bryan Schnicker – *excused*  
Wayne Wudyka – *excused*

*Also present:* Vivian Carmody, Berkley DDA Director  
Nicole Miller, Chamber of Commerce Liaison

III. **APPROVAL OF AGENDA:** On motion by Gallagher and second by Moses, the agenda was unanimously approved by the Board.

IV. **APPROVAL OF MINUTES:**

**A. Regular meeting of January 9, 2019:** On motion by Gallagher and second by Dirkse, the minutes were unanimously approved by the Board.

V. **TREASURER'S REPORT:**

Moses reported that on the printout of expenditures for the month ending 1/31/19, @\$1,000.00 is listed for MerriMonth (December 2018). With the bids submitted for Complete Streets (Coolidge lane reduction), the amount budgeted should be enough to cover the cost. There is @\$200,000 remaining to be spent in the current fiscal year.

Drakopoulos moved to approve the Treasurer's Report, Agbay seconded, and the motion was unanimously approved by the Board.

VI. **DISCUSSION/ACTION ITEMS:**

**A. MOGO Interlocal Agreement**

Carmody reported that the Board approved two satellite kiosks for Berkley at their regular January meeting. A copy of the cost sharing agreement was included in the Board packet. The City of Ferndale will be the managing community for the grant and will be reimbursed for their expenses in connection with the project (construction costs, etc.).

Moses moved to approve the MOGO agreement, Agbay seconded, and the motion was unanimously approved by the Board.

**B. Coolidge Lane Restriping Bid Recommendations**

One bid for construction (the actual roadwork) and two bids for construction engineering were submitted. An itemized construction bid of \$71,858.73 was submitted by P.K. Contracting, Inc. of Troy, Michigan. A bid of \$13,142.20 for construction engineering was received from Hubbell, Roth & Clark and a bid of \$8,000.00 for same was received from Spalding DeDecker, the firm working as a consulting traffic engineer for the DDA on an as-needed basis.

Gallagher moved to approve the Spalding DeDecker construction engineering contract, Moses seconded, and the motion was unanimously approved by the Board.

**C. Marijuana Shop Discussion**

Carmody noted that the City would be hosting a town hall meeting Tuesday, Feb. 19, on the current information regarding the Michigan Regulation and Taxation Marihuana Act (approved by Michigan voters in the November 2018 election) and obtain feedback relative to commercial sale of marihuana within the City.

Based on prior discussion of the DDA taking a stance on marihuana shops in the city, and more specifically, the DDA district, Carmody asked DDA Board members if they had opinions about whether or not they would be a fit for the district, should the City decide to approve allowing them within City limits. The City of Walled Lake has already allowed one within their business district. Gilbert polled members to express their opinions, on the record. Agbay and Finney said they believed they should not be in the DDA district. Gallagher said he was leaning the same way but had different concerns in his position representing the school district. Moses said he was initially in favor but thought the number should be limited. Dirkse favored allowing them if they're run right noting that the profile of today's marihuana users has changed from the perception of the user in the sixties or seventies. Drakopoulos was in favor but agreed with limiting the number, noting there were design considerations to be addressed, and he favored Coolidge and 11 Mile over 12 Mile. Gilbert said he was riding the fence but allowed that his customers might also likely be customers of the marihuana shops. Carmody's main objection was the design issue in that those shops would probably have windows (covered) that don't fit the current design guidelines for retail businesses. No firm recommendation was decided and the issue will be revisited after the Feb. 19 town hall.

**D. Ullman's Health & Beauty Façade Grant**

The new owners (Berkley residents) submitted a façade grant application asking for the maximum grant of \$5,000.00 to make improvements to their store at 2816 Coolidge, the former location of Tootie and Tallulah's. The new owners are making extensive improvements both inside and to the building exterior. The Design Committee recommended approving the maximum grant.

Drakopoulos moved to approve the maximum grant amount of \$5,000.00 for Ullman's Health & Beauty, Dirkse seconded, and the motion was unanimously approved by the Board.

**E. 2019 DDA Meeting Dates**

City Manager Baumgarten submitted a memo to Carmody listing the Board meeting dates for 2019 (all on the second Wednesday of each month): 1/9/19, 2/13/19, 3/13/19, 4/10/19, 5/8/19, 6/12/19, 7/20/19, 8/14/19, 9/11/19, 10/9/19, 11/13/19, and 12/11/19.

Gallagher moved to approve the 2019 Board meeting schedule, Dirkse seconded, and the motion was unanimously approved by the Board.

**VII. Student Board Member Updates and Presentations**

Hurwitz reported on the upcoming student/staff basketball game, celebrating Black History Month assembly, and mid-winter break the following week. He and Gable have a finished draft of their first story map. They plan to take pictures in the district when the weather improves (spring). Carmody plans for them to do a video presentation at the March Board meeting.

**VIII. Standing Committee Updates**

Business Development Committee: Bryan Schnicker

In Schnicker's absence, Carmody reported the committee is looking at spending priorities, planning the next Business Meet and Greet, and working with Oakland County and property owners on recruiting new businesses.

Design Committee: Matteo Passalacqua

Carmody reported that due to schedule issues, Passalacqua has stepped down as committee chair. Jeremy Coan will succeed him as chair. A grant application for a Play Everywhere installation at the southeast corner of 12 Mile and Robina is in the works. The public art project was stalled temporarily as they waited for a 3D-CAD rendering in order to finalize costs. MEDC will match funds raised through Patronicity.

Marketing and Promotions: Jennifer Finney

Finney reported that the committee developed and administered a 7-question survey for businesses and received 50 responses out of 130 surveys. She would send a copy of the tabulated results to the Board. The committee is planning for three Ladies Nights Out this year but is discussing changing themes to differentiate Berkley's event from other communities. March 21 is the first Ladies Night Out.

Organization Committee: Larry Gallagher

Gallagher reported their committee has a draft of the video almost ready to go. They're also working on the budget for the next fiscal year and will get input from the other committee chairs. The draft budget should be presented to the Board in March, with a final vote on the budget expected in April.

**IX. Staff & Community Updates:**

**A. Executive Director**

**1. National Main Street Center Annual Evaluation Results**

Carmody reported that after the MSOC visit February 5, Berkley passed their evaluation with flying colors and is now a fully accredited National Main Street program.

**2. Downtown Berkley Master Plan Public Input Session #2 – February 28**

The next public input session on the Downtown Plan will be held at the Collaborative Center on February 28 from 6:30 to 8:30 PM. Presentations about public space use and parking will be presented as well as a review of information previously gathered.

**3. Multi-community Planning Process Public Input Session - March 14 (Berkley)**

Carmody reported that a public input session concerning the 3-community effort with Huntington Woods and Oak Park to plan the future of 11 Mile and Coolidge from Nine Mile to 12 Mile will be held in the Public Safety Conference Room March 14.

**B. City Council – Steve Baker**

Absent – no report.

**C. Planning Commission – Matt Trotto**

Absent – no report.

**D. Chamber of Commerce – Nicole Miller**

Miller reported the next Chamber Chat would be held Feb. 15 at the Historical Museum, 8:00-9:00 AM. The Chamber is also hosting an Instagram session of Berkley U on March 1 from 8:00-9:30 at the Wedding Shoppe. The State of Your Business is scheduled for March 27 at Berkley High School. The City of Berkley, Chamber of Commerce, and Berkley School District will be hosting.

**X. Board of Directors Comments:** None.

**XI. Public Comments:** None.

**XII. Adjournment:**

The meeting was adjourned at 9:30 AM on motion by Drakopoulos and second by Dirkse.