

City of Hamtramck Downtown Development Authority Board Of Directors Meeting - Meeting Minutes

Wednesday, November 16, 2022 • 6:05 PM
Conference Room (3rd Floor, City Hall) • Hamtramck City Hall, 3401 Evaline St.

Mission Statement: The City of Hamtramck's Downtown Development Authority supports people, projects, and partnerships that further the economic growth and stability of a thriving Hamtramck.

1. CALL TO ORDER: 6:09 PM

2. Roll call (TBD): (In Attendance) / (Absent)

- Mayor Ghalib / Ahmad Al-Hasan / Milo Madole / Andrew Kopietz /
 Shamiran Golani / Joan Bittner / Anwar Hassan / Karen Majewski /
 Andrew Dow

3. Pledge of allegiance to the flag

- The pledge of Allegiance was given

4. Public comment & introduction of the public (3 minutes per person limited to DDA issues);

- Joshua Lamere** - applied to be the DDA coordinator, came to observe the DDA meeting
- Brian Hoekstra** - the citizen, levied in Hamtramck for 3 months, looking for a way to plug into the community and serve
- Reuben Riggs-Bookman** - PhD student at U of M, works with the City's Community Economic Development and Planning Department; they came to observe the DDA meeting and will be with the CED department for the next 5 months
- Tim Price**; citizen and member of the arts and culture commission, observing the DDA meeting and contributing to DDA outreach efforts

5. Approval of agenda

- Karen motions to approve, Joan seconds motion approval of the minutes for Oct. 19th carries

6. Approval of minutes

- Motion to approve the minutes from Milo, Andrew seconds motion, the board carries the motion

SECTION I: AGENDA ITEMS – For Discussion/Action/Information

1. **Small Business Saturday** — **Timothy Price** and **Ruben Riggs-Bookman**, will engage the board in a brief discussion about Small Business Saturday, his promotional efforts in conjunction with the DDA, and further opportunities for engagement and event coordination.

- Tim** discusses ways of engaging with the small business community and has been distributing small business Saturday communication materials to help build awareness and build up the initiatives for social media awareness
 - Ruben mentions being out on the street distributing communication materials to small business owners, promoting small business Saturday (*goal 1*), get to know local business owners (*goal 2*); **Joan Bittner** offers to promote materials to the Hamtramck Museum next door to her business, the Polish Art Center
 - Tim** discusses ways of broadening the small business Saturday event; connecting with Midtown Detroit, Inc's event Noelle Night and growing Hamtramck's event

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programming to be roughly the same size

- iii. **Ruben Riggs-Bookman** mentions creating a shopping event geared towards promoting vintage/thrift stores along Joseph Campau St. since Hamtramck seems to have an abundance of these businesses that are within walking distance from each other
- iv. **Tim** mentions reaching out to American Express next year a lot earlier to acquire designed promotional materials

2. **Sponsorship for the DDA** - The chair of the DDA to speak on sponsorship (Ahmad Al-Hasan)

- Highlighting an event that the DDA co-sponsored for the American Yemeni Chamber of Commerce, the Chair thanked board members for their service and attendance at the event; which created a positive impact on the Yemeni business community, hoping the DDA can tie into the Bengali business community in the future
- The Board **Chair** highlights that this channel of communication was the right step forward for the DDA as it continues to pursue its work with MEDC's Michigan Main St. Program
- Merchant meeting; **Chair** suggests board find sponsorships for the DDA to work with a local business to create a location for the next merchant meeting; space ideas; Polonia Restaraunt (upstairs - capacity will serve at least 150 people), Hamtramck Historical Museum, what would the cost of that space rental and event coordination be?
- The organization and promotions sub-committee will initiate the coordination of the next merchants meeting, outreach to potential businesses who can host the meeting and potential local businesses who can co-sponsor and provide food/capacity/or other resources; Andrew offers to connect Tim Price and the committee to Woodward Throwbacks
- The board **Chair** explained that the [NEI/Invest Detroit](#) is looking to invest in catalytic projects and resources that could impact Hamtramck

SECTION II: OTHER ITEMS

1. **Public comment & introduction of the public** (3 minutes per person limited to DDA issues)

- No additional comments

2. **Chairman's Report (2 minutes)**

- **Chair** expresses his interest in connecting with the community of Coldwater, Michigan, to discuss similarities between Hamtramck and their community, i.e., how they've implemented their CED strategies and how Hamtramck could follow a similar path to integrate the [Michigan Main St. Program](#) into its community successfully

3. **Member's Report (5 minutes)**

- **DDA Letter of support submitted for the Economic Recovery Plan and Coordinator Grant**
- **Andy** mentions that he connected with the MEDC and is seeking an introduction to the City of Coldwater Michigan's CED/DDA/Mayoral team(s); I.E., to speak with them about

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their experiences participating in the Michigan Main St. Program.

- **Milo**; DDA put together a letter of its support to assist the city with hiring a position for a grant-funded economic coordinator

4. Staff Announcements

- **Joe Louis Greenway Updates - New bike lanes and Hamtramck Alleyway planning**
 - **Alexis** (CED department) references project updates but will provide them at a later date
 - **Ruben Riggs-Bookman**; The city received a TAP grant from MDOT to fund bike lanes from Joseph Campau from Hamtramck Dr. to Connant St.
 1. Two-lane bike lane on the west side of Joseph Campau
 2. The planning for the bike lanes; has been separated into 3 geographic sections
 3. **Board** discusses the issue that bike lanes were installed, unbeknownst by some of the local businesses who had their outdoor parking disrupted as a result
 4. **Milo**; asks, “what should the DDA board be doing to respond to this problem?”; the removal of parking for businesses that had it disrupted by bike lane installations — DDA will draft a unified response
 5. **Chair**; suggests that CED creates and distributes flyers/notices by hand that articulate resources to businesses affected along the Joe Louis Greenway route.
- **Tech Town Event**: Jump Start your Business Panel, November 16th, <https://techtown.zohobackstage.com/JumpstartYourBusiness#/?lang=en>
 - **Board Chair**; The meeting was missed, and no DDA board member or representative was able to attend

5. ADJOURNMENT: 7:34 PM

- **Karen** motions to adjourn, **Milo** seconds the motion, and the **board** carries the motion

PLEASE NOTE: This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.71 a (2)(3), and the Americans with Disabilities Act (ADA). The city of Hamtramck will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the Meeting or Public Hearing upon 10 days notice to the City Clerk’s Office. Individuals with disabilities requiring auxiliary aids or services should contact the Hamtramck City Clerk by writing or calling the Clerk’s Office at (313) 870-0343.