

**DDA Board of Directors Meeting**  
Meeting Minutes of May 19, 2021  
6:05-7:05 p.m.

**Call to order** – Meeting was called to order by Chairman Szymborski at 6:13 p.m.

**Roll Call**

**In Attendance:**

Mayor Majewski  
Vince Szymborski  
John Grossi  
Milo Madole  
Andrew Dow  
Joan Bittner  
Lawrence Ingram  
Abdulaziz Jobeh  
Andrew Kopietz  
Ahmad Al-Hassan  
Mara Braciszewski – Administration

**Absent:**

Mark Hausner (unable to get connection to work)  
Dr. Shamiran Golani

**Guests:** Tim Price, Lynn Blasey

**All rose for the Pledge of Allegiance.**

**Public Comment & Introduction of Public (two minutes limited to DDA issues)**

Tim Price and Lynn Blasey are agenda presenters

**Approval of Agenda – Addition or Deletion Items**

A motion was made by Ahmad Al-Hassan, supported by Joan Bittner, to approval the agenda.  
Motion unanimously carried.

## **Approval of Minutes**

A motion was made by Ahman Al-Hasan, supported by Milo Madole, and Board unanimously approved the minutes of the April 20th meeting.

## **Treasurer's Report**

The Financial Statements for the month ending April 30th were reviewing for this meeting. Mr. Szymborski presented an Excel summary of YTD revenue and expense to the Board as well as a projection of full year expenses and normal year expenses. The Board reviewed and discussed the financial projections which disclosed a \$7,500 expense for snow removal to be paid in the month of May. Discussion centered on bidding out this service for next winter to get the best pricing and service. Expense spending can be controlled further if required.

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

#### **a. Discussion of 2020-2021 Budget and Revenue Expenses.**

**Discussion --** Mr. Szymborski discussed the end of the fiscal year and the need to submit a budget for 2021-2022. The Board had just reviewed the fiscal rests as of April 30, 2021. Mr. Szymborski will submit a proposed budget for the upcoming fiscal year which the Board will review at the June 16<sup>th</sup> meeting.

#### **b. Update on festival and event status, including Music in the Park.**

**Labor Day Festival --** The Mayor reported there will not be a parade this year. That parade will be moved to the City of Warren. Mr. Szymborski reported he spoke to Shannon Lowell of the Festival Committee. They are planning a “scaled back” version of the festival this year. The contract is about “90% complete” according to Shannon. He will be presenting to the Board a request for support. The Board will review as requested.

**Music in the Park --** The Board discussed moving the venue to somewhere within the DDA boundaries. There were issues with electrical and logistics for other locations. Mara will get back to the City with a request of the timing and needs of the future events. The board would review any requests as presented. Ahman discussed focusing more of our efforts and financial support on marketing and open air events within the DDA district.

#### **c. Discussion of purchase of Customer Relationship Management software for DDA Member database and communication needs.**

**Discussion --** Ms. Braciszewski reported that she and Vince had been in contact with Salesforce regarding the purchase of a CRM system to better create and manage our Merchant contacts within the DDA. Salesforce proved too expensive but there are less expensive alternatives. Hopspot and Neon were mentioned as options.

Motion by Vince Szymborski, second by John Grossi to spend up to \$1,000 for the purchase, installation and set up of a CRM system. Motion was unanimously approved.

- d. Discussion of allowing Arts and Culture Commission to install LGBTQ+ and Pride banners at empty DDA streetlight banner brackets along Jos. Campau between Caniff and Holbrook for the month of June.

**Presentation --** by Tim Price and Lynn Blasey on a request to install pride flags on the Banner posts within the DDA district. This would be for the month of June coinciding with Pride Month. The Board reviewed a visual of the Banners. Tim is also considering repairing some of the banner brackets. The Arts and Culture commission has \$500 in financial backing from General Motors Corp. They are asking for the DDA's permission to install the flags.

After some discussion on the City and DDA's support of diversity and what it means, a motion was advanced by John Grossi seconded by Milo Madole which states "The DDA will support and grant permission to the Arts and Culture Commission to install pride flags and repair poles for the month of June in support of Pride Month".

Motion was approved with one dissenting vote, that of Joan Bittner.

- e. Discussion of purchasing drought resistant ground cover for about 30 un-attended planter boxes along Joseph Campau.

**Presentation --** by Lynn Blasey of the Hamtramck Arts and Culture commission on the desire of the to plant a range of perennial flowers and plants in 30 of the City's planter boxes. The presentation was informative and well thought out. It is the first constructive solution for the planter boxes presented in many years.

A motion was made by Andy Dow, Seconded by Ahman Al-Hasan "The DDA will financially support The Hamtramck Arts and Culture Commission up to \$2,000 for the purchase of flowers and plants for up to 30 planter boxes." Motion was unanimously approved.

- f. Verify Committee Membership
  - a. Economic Vitality and Design Committee:
    - i. Andy Dow
    - ii. John Grossi
    - iii. Vince Szymborski
    - iv. Mark Hausner
    - v. Abdulaziz Jobeh
    - vi. Andy Kopietz

b. Organization and Promotion Committee:

- i. Milo Madole
- ii. Ahmad Al-Hasan
- iii. Joan Bittner
- iv. Dr. Golani
- v. Lawrence Ingram
- vi. Mara Braciszewski

g. Schedule monthly Committee meetings

**Action Item**--Vince and Mara will begin to schedule meetings for the respective groups. The groups will remain as listed above.

h. Status update on Mainstreet Training

**Reminder**--Mr. Szymborski reminded the Board to continue with their training.

i. Discussion of MML Mainstreet Microgrant program. Application deadline May 31, 2021.

*Up to four \$5,000 grants – funded by the DTE Foundation – will be awarded for collaborations between local small businesses and artists that aim to bring residents back to local businesses and celebrate culture and diversity. Entities eligible to participate include small businesses, downtown development authorities, locally owned businesses, chambers of commerce and other similar organizations; application teams must include at least three locally owned small businesses and at least one local artist.*

*Collaborate with at least 3 businesses in a concentrated commercial corridor (within a 4 block radius) and at least 1 lead artist. Design a project that will invite people back to main street and encourage them to support local businesses and support local art and culture. Local businesses and artists are critical to the social and cultural fabric of any community. This program is intended to build bridges across the divides created by race, class, age, and more. Priority will be given to projects that engage artists and business owners that bring a diversity of experiences and perspectives that reflect the many facets of every community.*

**Action Item**--Mara will schedule a follow up meeting the week of May 24<sup>th</sup> with a select group of Board members to cover this topic and consider submission.

## **SECTION II: OTHER ITEMS**

### **Chairman's Comments –**

Mr. Szymborski reported the Clean Sweep run by the Beautification Commission on May 1<sup>st</sup>. The event was well attended and the City saw significant benefits of the efforts of all volunteers.

Mr. Szymborski discussed as the fiscal year is coming to a close, any other Board members interested in the Chairmanship role should make their intentions known before the next meeting so that elections can occur.

### **Member Report –**

N/A

### **Adjournment**

A motion was made by Andy Dow, supported by Abdulaziz Jobeh, and Board unanimously approved to adjourn at 7:47 p.m.