

City of Hamtramck Downtown Development Authority Board of Directors Meeting

Minutes

Thursday, June 15, 2023 • 6:05pm

City Hall 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 - Call to order at 6:12pm**
2. **Roll call:** Mayor Ghalib (present) / Ahmad Al-Hasan (present) / Milo Madole (present) / Andrew Kopietz (absent) / Shamiran Golani (absent) / Joan Bittner (present) / Anwar Hassan (present – arrived 6:19pm) / Karen Majewski (present) / Andrew Dow (present) / Adam Alharbi (absent) / Brian Hoekstra (present)
3. **Pledge of allegiance to the flag**
4. **Public comment** (*3 minutes per person limited to DDA issues*)

Guests: Darren Shelton – Planet Ant, Nik, Software Developer Company owner. Tim Price.

Public Comments:

- **Nikunj Jain-** Corkboard is software company, communities communicating beyond social media. Create network of ‘push pin community boards’, looking to work with Hamtramck to work together. Share ad revenue for businesses. Wife owns Festive Essentials on Jos Campau.
 - **Darren Shelton:** Planet Ant Owner. DDA board to take stance and decision on Resolution 2023-82. Ask board to include and expand the DDA corridor to include some other major commercial spaces. 2357 Caniff is getting revamped, process of reactivating space, and looking for façade grants. Looking to see options to expand.
 - o **Ahmad answers:** DDA budget is \$35,000 a year, generated from property owners on Jos. Campau.
 - o **Karolynn answers:** Façade grants recently applied for by CED and City would cover entire city, not just the DDA
 - o **Ahmad:** other resources that MEDC (other resources too).
 - **Tim Price:** Hamtramck Pride after dark – shopping for Friday 06/16.
5. **Approval of agenda**
 - **Milo** motions. **Dr. Majewski** seconds. Approved.
 6. **Approval of minutes from 04-20-23 meeting**
 - **Milo** motions. **Andy** seconds. Approved.
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SECTION I: AGENDA ITEMS – For Discussion/Action/Presentation

1. Review Merchant Meeting – Discuss budget, attendance, and review pros & cons for next year’s Merchant Meeting

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- **Joan:** went really well, presentations very well, food was exceptional. Ask for the Museum regarding the budget and payment. Food was great.
 - **Brian:** event went really well, decisions made were good. A little more seating would have been better. Apart from that all good.
 - **Milo:** pre pandemic, bigger event.
 - **Ahmad:** only disappointment was needing more business owners to come. Gather more professionals, dentists, etc. next time.
 - **Karolynn:** door to door flyering and social media, what can we do beyond that?
 - **Milo:** racks for rides, planters and posters were effective.
 - **Joan:** the above was insinuating inviting the public.
 - **Karolynn:** figuring out a good text message solutions through Hubspot and other apps.
 - **Anwar:** never received email regarding meeting info – *make sure email is correct*
 - **Joan:** museum was great location to do it.
 - **Karolynn:** a few things that were different than 2021 was that for the majority of the food we did not ask for food donations – paid for it. Support businesses and involve them. Did not do raffles, YACC did it instead.
 - o 75 in attendance.

2. Monthly Budget Report – General information & form 2023 L-4029

Karolynn leads presentation:

- Now we will be doing a monthly financial report to keep track of finances.
- Pending many budget items that haven't cleared into budget.
 - o Including merchant meeting expenses
- Community events are sponsored or running events.
- DDA façade program is paused.
- Pending snow removal, social media invoices, stickers, etc.
- Millage determines what we receive in our district from property taxes.
- Michigan department of treasury law that balances inflation and assessed values within same years, millage for DDA fluctuates. At our current levels, we will lose 12% of our revenue.
 - o Opposite situation, revenues will stay low.
- **Milo comment:** we need to have a TIF to stay alive as a DDA.
- Property owners will pay TIF, piece of your tax revenue will go toward TIF.
- TIF vote needs to go through city council – **Milo**
- TIF will require research and exploring.
- **Joan:** The city is doing better, perhaps something to explore.
- **Ahmad:** perhaps expanding DDA will be good to establish TIFs
- **Andrew:** TIFs needed designated areas, would be separate than other commercial properties in the city.
- **Joan:** asking about Darren's work for primary shopping district.
 - o Get funds from different businesses to cover nonprofits expenses.
- Subcommittee must decide the TIFs and expand districts – Ahmad
- **Ahmad:** renewed 66% approval rate, hired outreach person to get people included. 2017 renewed for 10 years, 90% approval (talking about another DDA district)

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- **Ahmad:** Conant business owners are wanting DDA, not realizing the taxes.
 - **Darren Shelton:** Interested in helping for expansion of DDA district or establishing new districts for other areas and commercial corridors
3. Discuss the DDA Façade Grant Program – Consider restarting program (**Karolynn**)
- **Karolynn:** we were doing façade program, but we wanted to save money for the grant match for a new grant, but people are interested.
 - **Ahmad:** do we have a P/L table?
 - **Tim:** façade program from Ford, can help with businesses.
 - **Ahmad:** discuss special projects once we know our Profit and Loss updated.
4. Discuss snow removal invoice from 2022-2023 (Invoice came in over agreed budget at \$4950; proposed \$4,000 payment) – (**Karolynn**)
- **Karolynn:** we told the snow people to do \$3,000 and once you go over you let Andrew Dow know.
 - **Andrew:** we told them to let us know, and no notification.
 - **Karolynn:** we negotiated with them to do \$4,000. The subcommittee can approve up to \$5,000.
 - **Board discussed** getting a variety of bids for snow removal.
 - **Ahmad:** motion to approve payment of \$4000
 - Discussion around how much it takes to plow the snow through DDA.
- Bob Straske arrives 7:06pm
- **Bob:** unsafe for pedestrians and workers, they pull out. Timing can be difficult.
 - **Ahmad:** confronts Bob on budget that was agreed.
 - **Bob** agrees and understands. Payment agreement for \$4,000.
- Andy motions to approve revised payment amount for \$4000 for the snow removal for the 2022-2023 season. Milo seconds. Approved unanimously by board.
5. Review tree trimming quotes for Joseph Campau and discuss whether to allocate 2023-2024 DDA-Beautification funds on tree trimming. DDA beautification fund expenses include DDA banners, sidewalk snow removal, flowers, winter lights, cleaning.
- **Ahmad:** Max Garbarino tree trimming for DDA – urgent goal.
 - **Bob:** Now is not the time trim trees on top – too many leaves. Trimmed last 4 years ago. \$7,500 or so, amount is not set. Suggestion from Bob is to trim the bottom and then later do the top. Canopies to trim now, \$10-\$12,000. There needs to be a maintenance plan, bottoms of the trees are clean at the bottom. Some other ones are overgrowing. Bottom 10-12 feet should be soon. Next 72 hours we will get on paper. The trees are like weeds, it's hard to damage the trees. Roots are growing out (Srodeks), flower boxes as well.
 - **Brian:** tree trimming would benefit. \$3,000 or something.
 - **Mayor:** there is extra money for various city things. 50/50 split city / DDA.
 - **Joan:** 50/50 covering costs between city and DDA.

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- **Anwar:** 50/50 is good to cover costs.
 - **Additional discussion**” First choice is City covers it all.
 - Discussion is all around this topic. Someone suggests \$2,000. Another commissioner suggested the lesser of 33% or \$2,500. DDA Budget is too small, City shouldn't be pushing on the DDA as a basic city service. This would be 15% of our annual budget. If we have specific source for this, but shouldn't spend.
 - **Ahmad:** cap it at 50%.
 - **Motion** by **Milo** for tree trimming on Joseph Campau for the lesser of 33% or \$2,500. Dr. Majewski seconds. Motion passed unopposed.

SECTION II: OTHER ITEMS

1. Public comment (3 minutes per person limited to DDA issues)

- **No comments.**

2. Chairman's Report & Member Report (5 minutes)

- **Ahmad:** Sweeper is great, and great it's not from general fund. Second sweeper would be awesome. **Anwar:** number of sales go down during labor day, because they are using parking lot at Remas. 80% of business came from customers. Labor day doesn't benefit all, as one would expect. **Ahmad:** talking about sales on big festivals business goes down, when people think it should go up.
- Conversation encouraging Anwar to have a stand at the festival.
- **Karen:** because of the resolution that was passed, we currently put banners up for our holidays and other things for city streetlights. Will these be affected?
- **Ahmad:** Karolynn to talk to our attorney about banner / flag.
- **Mayor:** Ramadan banners weren't city, they were sponsored by Adam Alharbi.
- Conversation concludes in running these alternatives by our attorney.

3. Staff Report (5 minutes)

4. ADJOURNMENT

- a. **Joan** motions, **Andy** Seconds **Adjourned 7:34pm.**

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.