

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

Thursday, February 16, 2023 • 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.

- **CALL TO ORDER:** 6:22 — Quorum was met
- **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
- **Pledge of allegiance to the flag**
- **Public comment** (3 minutes per person limited to DDA issues);
 - **Andy**, the new member of the Hamtramck community, introduces himself; explains that he works in a volunteer capacity and has visited all of the businesses along Joseph Campau. He is originally from Taiwan.
 - **Jeremy** - a member of the public, is in attendance to observe the DDA meeting.
 - **Bob Strauski** - handles snow removal and banner installation on city light poles.
 - 15 existing tattered banners should not be replaced.
 - There are nine banners in great condition.
 - There are 27 in fair to good condition, which can also be reinstalled.
 - There is 75-80 workable banner bracket hardware.
 - **Bob** suspects that Amazon and other delivery trucks are breaking the brackets due to the height of their carriages. He suggests raising the height of the banner brackets and hardware.
 - **Bob** can give a labor/materials ballpark to order additional brackets for a replacement to be reattached back onto the light poles.
 - Suggests running the 100-year centennial banners out until they no longer look good.
 - In the budget that Bob allocated for putting the Christmas lights around the brackets, we didn't hit that budget (as a DDA).
 - **Bob** suggests: Campau needs to be cleaned up in anticipation of some downtown event programming that will be happening.
 - **Bob** could arrange for clean-up and the rehang of banners as soon as Friday, February 17th, and give DDA a deal and break on the costs (as a bit of a "gift")
 - Bob suggests that the DDA put a contingency into effect for salting DDA sidewalks along Jos. Campau.
- **Approval of agenda** - **Dr. Golani** motions to approve the agenda, and **Milo** seconds the agenda. Motion carries.
- **Approval of minutes** - January 18, 2022 - **Dr. Golani** makes a motion to approve the minutes, **Joan** seconds motion to approve the minutes, motion carries.

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

1. **DDA Trash Study - Presentation by Max Gilginas (CED);** A thorough review of the cause and source of litter in the DOA and recommendations for improvement
 - a. **Max** collected hundreds of items of trash to determine our trash count; 62% was cigarettes (being the overwhelming majority)
 - b. Many opportunities for funding to address trash; environmental clean-ups, and recycling; **Max** came across several grants that would apply, and even corporate sponsorship and funding sources to help address the trash issue
 - c. Over 1/3 of trash cans in Hamtramck are not usable; the liner, the ring, and the outer (slated) outside. All but seven are missing the rings or are damaged; without the ring on the trashcan, the trash blows out of the cans.
 - d. There is no safe place to dispose of cigarettes in the DDA
 - e. We can do something to improve the closure of the dumpsters; Max ran a wind test study to observe the carriage of trash by the wind, and the distances trash travels is significant
 - f. **Max** recommends the replacement of all trashcans with wind covers and ashtray receptacles
 - g. **Max** suggests hiring someone whose job it is to maintain and coordinate the cleanliness of the downtown
 - h. **Karolynn** suggests that the DDA decide what it wants and recommend its needs to the city council to place into the city's capital improvement plan (even if it's without a funding source) - the city's grant coordinator can start to seek out grants; DDA must predetermine the costs of the trash receptacles and then send it's recommendation to City Council
 - i. We're in need of 98 trash cans along Joseph Campau (that cost roughly \$1K-\$2K per can)
 - i. There are 81 trashcans from Carpenter St. to Denton St., in the DDA district
 - j. **Milo** suggests we expand the potential of any potential grants that the City goes after to quadruple the number of cans we need; both for the city, its side streets, and the DDA district
 - k. **Karolynn** will speak to the Department of Public Works regarding the procurement and installation/maintenance of trashcans.
2. **DDA letter of support for Raise Grant / Alley project (Reuben)**
 - a. The minimum grant request has to be \$5 million
 - i. **Andy Dow** makes a motion to support the application for the RAISE grant and the letter of support written on behalf of the DDA;
 - ii. **Dr. Golani** motions to approve, **Joan** seconds the motion, motion passes
3. **Final Merchant Meeting Location & Donations (Tim Price) - \$50 per vendor.**
 - a. **Tim** - The Hamtramck Historical Museum is the confirmed location for the next meeting

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4. **Vote on Merchant Meeting Date** - May 4 or May 11; DOA to cancel the May 18 regular meeting.
 - a. May 4 or May 11 are the potential dates of the meeting - the board will need to vote to approve the date;
 - i. March 11th, 2023 - **Dr. Golani** motions to approve this date, **Milo** seconds the motion, motion carries
 - ii. Each vendor who attends the merchants' meeting to participate in the fair resource set-up will be charged a suggested flat-rate donation (a minimum) of \$50.
5. **Review list of Vendors for Merchant Meeting (Alessandro)**- Alessandro Uribe-Rheinbolt (CED/DOA Coordinator) to present a list of potential vendors; DOA to decide on the top six choices
 - a. **Alessandro** reviews the potential organizations that will attend the merchants meeting; Invest Detroit, Michigan Minority Supplier Development Council, Venture 313 / 313 Strong, Global Detroit, New Economy Initiative, ProsperUS Detroit, Detroit Arab Community Center for Economic and Social Services (ACCESS), Featherstone Agency, Michigan Economic Development Corporation (MEDC)
 - b. **Andy** suggests that we reach out to all organizations; based on who agrees to attend, the DDA will select at least six and submit a formal invitation.
6. **Paczki Day Table / DDA (Karolynn)** - Paczki Day Table - CED to print materials, deliver to Milo. Tim Price to bring A-Frame with QR codes. Milo to set up/break down table 7am-10am. Staff: Max Gilginas (7am-10am), Alessandro (7am-8:30am), Lynn Blasey (8:30am-10am).
 - a. Discussion of how the DDA can reinforce its presence during the event; via an A-Frame with a QR code that is scannable to get people to the DDA's social media accounts (Facebook and Instagram)
7. **Visit Detroit Membership (Tim)** - discuss increasing/renewing the DDA's annual membership
 - a. **Tim** suggests that we increase the DDA's membership with the organization (We currently have a \$225 annual membership)
 - i. If we increase the DDA's membership by \$200 additional dollars, the DDA will get a greater sum of benefits;
 1. <https://visitdetroit.com/membership/membership-application/>
 - a. The cost of an increase in membership would be \$425; **Joan** motions to increase the membership, **Milo** seconds the motion, and the motion carries.
8. **Approval of the reallocation of the \$1,000 to clean the Jos. Campau streets;**
 - a. **Milo** motions for the approval of the reallocation of the \$1,000 of the DDA's existing budget/funds to clean up Jos. Campau, after the next major downtown event, **Dr. Golani** seconds the motion, and the motion passes.

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SECTION II: OTHER ITEMS

- **Public comment & introduction of the public** (*3 minutes per person limited to DDA issues*)
 - Public education for youth to increase the efficacy and stewardship of trash pick-up and community-wide cleanliness.
- **Chairman's Report (2 minutes)**
 - N/A
- **Member's Report (5 minutes)**
 - **Joan** would like one of the DDA members to assist with the running of the Pasczki table.
- **Staff Announcements**
 - **Karolynn** introduces Allesandro and Max Gilginas, who work with the City and the DDA to study trash collection and pick-up/cleaning practices and community-event application processing/arts and culture planning.
- **ADJOURNMENT: 7:39 pm**

In compliance with PA 267 (Open Meetings Act), MCLA 41.71a (2)(3), and the ADA, this notice is posted. The Hamtramck city will provide reasonable auxiliary aids and services for individuals with disabilities at meetings or public hearings with ten days' notice to the City Clerk's Office. Contact the City Clerk's Office at (313) 870-0343 for such aids or services.