



DDA Board of Directors
Hamtramck City Hall, 3401 Evaline Street
Zoom Meeting
Regular Meeting
December 15, 2021 6:05-7:05 p.m.



Zoom Meeting

<https://us02web.zoom.us/j/89050002929>

Meeting ID: 890 5000 2929

Passcode: 024475

One tap mobile

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1. Call to order

The DDA Board of Directors meeting was called to order at 6:10pm via Zoom conference by Vice Chair Bittner.

2. Roll call

Andrew Dow, Lawrence Ingram, Mark J. Hausner, Dr. Shamiran Golani, Joan Bittner, Mayor Majewski, Andrew Kopietz, Milo Madole, Ahmad Al-Hasan

Absent: John Grossi

Staff present: DDA Manager Braciszewski

3. Pledge of Allegiance to the Flag

4. Public Comment & Introduction of Public (*two minutes per person limited to DDA issues*)

5. Approval of Agenda – Add or Delete Items

Motion by Al-Hasan, Hausner seconds to approve the agenda

Motion passes by unanimous vote

6. Approval of Minutes (November 2021)

Motion by Dow, Hausner seconds to approve the minutes

Motion passes by unanimous vote

7. Treasurers Report

Braciszewski reports that there is only about \$1,000 left in the DDA's 2021-2022 annual budget.

Ingram reports that about five years ago DDA received about \$80,000 a year in property taxes.

Haunser agrees. Madole requests more information on why there is a difference in tax revenue from a few years ago.

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

- 1. Update on holiday decoration installation.**
- 2. Submit a budget adjustment request to the Chief Financial Officer to use \$25,000 in DDA reserve funds for the 2021 Sign and Façade Grant program.**

Chairman Dow of Economic Vitality and Design subcommittee agrees to looking into past applicants and following up with these parties.

Motion by Bitner, Al-Hasan seconds to approve the motion
Motion passes by unanimous vote

- 3. Submit a budget adjustment request to the Chief Financial Officer to use \$10,000 funds to support the general DDA budget.**

Motion by Dow, Golani seconds to approve the motion
Motion passes by unanimous vote

- 4. Authorize DDA Manager to initiate the payment of \$3,000 to the City to support Holiday parking from December 1, 2021 to January 3, 2022.**

Motion by Al-Hasan, Dow seconds to approve the motion
Motion passes by unanimous vote

- 5. Review board of director vacancies and elected officer positions: Chairperson, vice chairperson, treasurer and secretary.**

Secretary: The secretary shall attend all meetings of the board and record all votes and the minutes of all proceedings in a book to be kept for that purpose; and shall perform like duties for the standing committees when required. The secretary shall further perform such other duties as delegated by the board. The secretary need not be a member of the board and shall serve for no definite term of office. If the secretary is a voting member of the board, then term limits will apply.

Treasurer: The treasurer shall disburse the funds of the board as may be ordered by the board, taking proper vouchers for such disbursements, and

shall render to the board, at the regular meetings of the board, or whenever they may require, an account of all transactions and of the financial condition of the authority. The treasurer shall furnish bond if required by the board in a sum and with one or more sureties satisfactory to the board for the faithful performance of the duties of office, and for restoration to the authority, in case of death, resignation, retirement or removal from office of all books, papers, vouchers, money and other property of whatever kind in their possession or under the treasurer's control belonging to the authority.

Motion by Kopietz, Al-Hasan seconds to approve and allocate \$75 per DDA Board of Director meeting for a Secretary
Motion passes by unanimous vote

6. Review January 2022 election and nomination process.

- a. *Accept motions to consider elected officers. For example: "I motion to consider _____ as DDA Chair."*
 - i. *Motions need a second.*
- b. *Hear from all nominees. Nominees can remove themselves from consideration.*
- c. *Accept motions for elected officers. For example: "I motion to make _____ as DDA Chair."*
 - i. *Motions needs a second and a vote.*

7. Consider creating a subcommittee to assist with updating DDA bylaws.

8. Review 2021 Merchant Meeting.

9. Update from subcommittees to understand progress, achievements and needs.

SECTION II: OTHER ITEMS

1. Chairman's Report (2 minutes)

2. Member' Report (5 minutes)

ADJOURNMENT

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). City of Hamtramck will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes 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.

Note: For more information on discussion and comments, see:
<https://otter.ai/u/u0XySzZPoeOXvwtksn0W6-BamI4>