

# City of Hamtramck Downtown Development Authority

## Board of Directors Meeting

### Minutes

Wednesday, January 17, 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 6:10pm**
2. **Roll call:** X Mayor Ghalib / X Hadwan Hadwan / X Milo Madole / X Shamiran Golani / Joan Bittner 6:18 arrival/ X Anwar Hassan / Andrew Dow 6:33 arrival/ Adam Alharbi (6:12 arrival) / X Brian Hoekstra / X Fares Alhalemi
3. **Pledge of allegiance to the flag** - all stood
4. **Public comment** (3 minutes per person limited to DDA issues)

Lynn: met with Glafira and added more mums around.

#### 1. **Approval of agenda**

Dr. Golani motions, Brian seconds.

#### 1. **Approval of minutes of December meeting**

Hadwan motions, Anwar seconds.

### **SECTION I: AGENDA ITEMS - For Discussion/Action/Presentation**

#### 1. **Adopt 2024 Calendar**

Dr Golani motions, Brian seconds.

All in favor.

#### 2. **Main Street Update (Alessandro and Milo)**

Alessandro and Milo gave an update on Hamtramck's standing in Michigan Main Street. Hamtramck DDA plans to apply for the Engaged level this spring, and prepare for the Select level this fall.

#### 3. **Deputy Executive Director and Coordinator (Milo)**

Milo presents position of deputy executive director in the process of in the future hiring a full time executive

director for the DDA. He suggests Alessandro as a candidate for the role, and brought it up for a vote.

Brian motions, Dr. Golani seconds.

All in favor.

#### 4. Annual Report Presentation (Alessandro)

Alessandro presents the 2023 Annual Report for the DDA, which will be presented to Council in February. Board members chimed in their thoughts and edits.

#### 5. Budget Presentation (Hadwan / Milo)

Hadwan, Alessandro, Milo to meet to discuss budget for 2024, which will be presented to Council in February.

There was conversation around negotiating with City Council to receive a percentage of the parking meter revenue for DDA projects. There were ideas for spending this funding for expressway signage, painting, physical changes, façade changes, and more.

#### 6. Discover Hamtramck Presentation (Alessandro)

Alessandro presents the Discover Hamtramck campaign as a new communications avenue for the DDA, in collaboration with the CED Department in an effort to have a successful channel promoting city businesses and amenities.

#### 7. Approve Funding for Discover Hamtramck Postcards - Paczki Day

- **\$360** would cover 2,000 postcards + shipping
- ADD ON **\$100** for domain name

ADD ON \$300 PACZKI DAY RUN

Approval of funding of \$760 for postcards, run, and domain name.

Joan motions, Andy seconds.

All in Favor

### **SECTION II: OTHER ITEMS**

1. **Public comment** (3 minutes per person limited to DDA issues)
2. **Chairman's Report, Subcommittee Report & Member Report (10 minutes)**

Fares introduced himself - SHOOZ CLUB

Chairmans: Paczki Day run, music festival is “coming back”,

Subcommittee:

- Economic Vitality: calendar/agenda.
- Organizations and Promotions:
  - MI Main street, streetlight banners (discover hamtramck), visit detroit/pure michigan.
  - newsletter (quarterly)

Adam - moving in good direction.

1. **Staff report (5 minutes)**

1. **ADJOURNMENT 7:37pm**

2.

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