Hamtramck DDA
Board of Directors Meeting – Minutes

Thursday, August 6, 2015
Hamtramck City Hall, 3401 Evaline, 1st floor Conference room

Meeting was called to order at 6:37pm.

Those in attendance were:

Vincent Szymborski
Jeremy Duncan
Andrew Dow 6:47pm
Joan Bittner
Kathy Angerer
Mark Hausner
Alissa Shelton

Those absent:

Mayor Karen Majewski
Dr. Golani
Lawrence Ingram

Guests:

Inez Garfield
August Gitschlag
Konrad Maziarz
Shannon Lowell
Michael Davis
Ronald Orr

1. **Call to Order 6:42 p.m.**
2. **Roll Call: See above**
3. **Pledge of Allegiance to the Flag**
4. **Public Comment & Introduction of Public** (two minutes limited to DDA issues)

   Inez Garfield: Ms. Garfield inquired as to who owned the space for parking on Belmont. It was conveyed that the Michigan Land Bank owned that space.
5. **Agenda approval**

   Motion was made to approve the agenda by Mark Hausner, Seconded by Andrew Dow. Motion carried.
6. **Approval of Minutes from June 4, 2015**

   Motion was made to approve the agenda by Joan Bittner, Seconded by Andy Dow. Motion carried.
7. **Treasurer's Report**

   Financial Statements -- Financial Statements of Fiscal Year End 6/30/2015 were reviewed.

   The 6/30/2015 ending income statement disclosed a net revenue position $38,769.26. When added to the previous year surplus, the adjusted excess revenue position is $92,560.69. Adjusting entries not reflected as of 6/30/205 were revenues of $3,000 against expenses (commitments) of $9,000. This leaves the net position at 6/30/2015 of $86,560.69. All of this is subject to any adjustments deemed necessary buy the City Accountant.

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

A. Follow-Up – DDA Flower Boxes (Angerer)
   a. Project follow- up discussion. A brief discussion ensued regarding the watering of the flowers. At the current time, we will rely on business owners to take care of this task with DDA supplied containers.

B. Request for Assistance – Labor Day Festival The Festival Committee made a presentation to the DDA along with a request for financial support.

C. Status Update – Banner Program (Shelton, Bittner, Angerer)
   a. To be further addressed by the Promotions Committee
D. Status Update – "How to Open a Business" (Duncan)
   a. Jeremy provided a sample of the document. The committee should get back to him directly, with comments, other than those made by the Committee at the meeting.
E. Brainstorming - Next Merchant Meeting
   a. The committee discussed this date and potential location. After some discussion the date of October 1st, and to be held at the Historical Museum
F. Upcoming Election of Officers: (Szymborski)
   a. Kathy Angerer will review which officer positions are up for election in December.
G. Budget Discussion --
   - Update: Tree Grates –Likely to consider asphalt. Kathy will need time to get a quote.
   - Update: Light Poles –Replacement of downed poles may cost in upwards of $15,000. $13,000 for the pole and $1,600+ for labor. Board took no action.
   - DDA Website development—Alissa is waiting for response from City Manager. Motion from Andy Dow, Second from Joan Bittner (all in favor) to begin work on the DDA site independently from the City site.
   - Purchase additional Holiday decorations—Target is to have decorations up by 11/15/2015. Board agreed to purchase additional decorations to replace those that are unusable.
   - Upgrade Program for Canopy/Awning for DDA businesses
     - After some discussion the Board chose to create a second committee to address this issue. The Committee will be the named the "**Building Improvement Committee**" .The Committee will consist of Andy Dow (Chair) Ron Orr, Alissa Shelton and Jeremy Duncan. Motion was made by Joan Bittner, seconded by V. Szymborski to create the committee. All in favor.

Call for Recess at 8:16 pm.

Meeting resumed at 8:21 with guests excused.

Board discussion centered around the dollar level of commitment to the festival. After a good discussion of the options, the Board recommendation was to contribute $4,000. Motion made by Andy Dow, seconded by Mark Hausner. All in favor. Motion carried.

ADJOURNMENT

Motion by Andy Dow, seconded by Mark Hausner for adjournment at 8:37 Motion carried.