



City of Hamtramck Downtown Development Authority

Board Of Directors Meeting Agenda

Wednesday, October 19, 2022 • 6:05 PM
Council Chambers (2nd 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**
2. **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
3. **Pledge of allegiance to the flag**
4. **Public comment & introduction of the public** (*3 minutes per person limited to DDA issues*);
5. **Approval of agenda**
6. **Approval of minutes**

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

1. **JB Associates** — The board will discuss the completion of JB Associates' building inventory surveying and door-to-door business surveying. JB Associates will also share about the upcoming second phase of outreach work. (Jon Barth to speak on the topic)
2. **Joseph Campau SWOT Analysis** — The board will review a report developed by the Wayne County Retail Recovery Plan. The report studies Joseph Campau St. and highlights Hamtramck's small business corridor; its strengths, weaknesses, opportunities, and perceived threats (and opportunities for improvement). See attached handout (Karolynn to speak on the topic)
3. **EDA for an Economic Recovery Plan** — The board will discuss its interest in partnering with the CED Department, which is pursuing a Federal EDA grant for an Economic Recovery Plan & full-time Economic Recovery Coordinator (Karolynn to speak)
4. **Winter sidewalk snow removal** — The board will discuss using BCL Contractors to remove snow on DDA sidewalks through the entire season or through *December 31, 2022*; the board will consider the current budget of \$3,000. The cost for the entire 2021-2022 season was \$4,725.00. (Karolynn to speak on the topic).
5. **Holiday Décor** — The board will discuss supplementing supplies for Holiday Décor. (Karolynn to speak on the topic).
6. **Small Business Saturday, 2022** — The board will discuss its capacity to participate in this event; establish a volunteer point of contact from the board who can represent DDA interests during the event. (Karolynn to speak on the topic)
7. **Ticketing of FedEx & UPS Drivers** — The board will discuss the recent excessive ticketing of parcel delivery drivers along Joseph Campau St. The board will discuss ticketing exemptions for parcel delivery services. (Joan Bittner to speak on the topic)

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SECTION II: OTHER ITEMS

- 1. Public comment & introduction of the public** (3 minutes per person limited to DDA issues)
- 2. Chairman's Report** (2 minutes)
- 3. Member's Report** (5 minutes)
 - Main Street Update (Andrew Kopietz will share a brief update)
- 4. Staff Announcements**
 - November Main Street Virtual Meeting Topic: Fundraising
 - Ribbon Cutting Application + Process Overview for New Businesses (from CED website)
- 5. 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). 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.