

# City of Hamtramck Downtown Development Authority Board of Directors Meeting

## Agenda

Thursday, August 17, 2023 • 6:05pm  
City Hall Conference Room (3<sup>rd</sup> Floor, City Hall) • Hamtramck City Hall, 3401 Evaline St.

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**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:** Mayor Ghalib **X** / Ahmad Al-Hasan **X** / Milo Madole **X** / Shamiran Golani **X** / Joan Bittner / Anwar Hassan **X** (arrive 6:13) / Karen Majewski **X** / Andrew Dow **X** 6:31 arrival / Adam Alharbi **X** / Brian Hoekstra **X** / MD Abul Foej
3. **Pledge of allegiance to the flag**
4. **Public comment** (*3 minutes per person limited to DDA issues*)  
  
**Tim:** how to approach DDA small sponsorship for Hamtramck Neighborhood arts. Doing booth in Labor Day that the DDA can be in.  
  
**Lynn:** Saturday 10am, trash cleanup at Veterans Park. Jayne field is having community gathering noon -6 on Saturday with Global Detroit. Sunday: HALF festival at 11am-3pm. JLG.
5. **Approval of agenda → Milo, Anwar seconds**
6. **Approval of minutes from 07-20-23 meeting → with changes (below) Milo motions, Mayor seconds.**

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

- a. Appoint Secretary
  - i. Dr. Golani volunteers
    1. **Dr. Majewski** motions. **Adam** seconds. All in favor.
    2. **Dr. Golani appointed as DDA Secretary**
- b. Vote on changing monthly meeting from Thursdays to Wednesdays
  - i. 10 people said Wednesdays/Both work better and 4 were very strong on Wednesdays being chosen.
  - ii. **Dr. Golani** motions. **Mayor** seconds. All in favor.  
**Effective September, meeting will be on Wednesdays.**
- c. Website and Main Street Brief Update
  - i. Dearborn meeting:
    1. managed by a consultant until Dec 2022, and new administration

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brought inhouse.

2. 4 TIF districts, 2 DDAs. District liaison for each commercial district. \$3.7million budget (100,000 people)
3. Website/campaign (by consultants) marketed as Downtown Dearborn to capture the entire city and all corridors for tourists → not ideal for Dearborn's specific business atmosphere. Looking to change that.
4. DDA director lives in Hamtramck, and had various ideas. Invited us to Dearborn to learn more about their work and how they run various campaigns/ processes. CDBG funded.

ii. Milan, MI meeting:

1. Has a more particular single main street, and focus solely on this one, and promotes main street health as a benefit for the whole community.
2. With the Main Street certification → had someone do their branding and leading assets/colors. Gave great guidance for website
3. Binge watch series/marathon brings in 13k-15k. Most donations are \$10-\$25
4. Communication and verbiage is real, straightforward, and has goals clearly delineated.

Commission discusses commercial properties, and how the assessment has been low. Not many sales to determine updated assessed value.

**Konrad** (Assessor) intercedes - to go through TIF process, must mail all the taxing authorities, can opt out. Can't capture funding if these authorities say no.

**Ahmad** suggests forming a Subcommittee to learn how to get TIF bylaws in next month's meeting.

**Anwar** → suggests DDA should hire someone who is dedicated to grants.

d. Vote to approve Annual Report

CED, Ahmad, Dr. Golani agree to present it together.

**Andy** motions, **Dr Golani** seconds. All in favor.

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e. Labor Day Sponsorship Request (Konrad)

- Konrad, was city sponsored event til 2010. DDA ran festival in mid -2000s.
- There's dedicated group of volunteers. Numbers vary from 8-10/11.
- Visitors range from 80,000 to 250,000 for the weekend.
- Corporate sponsors have been dropping sponsorships by 90%
- \$100,000 each year it costs.
- DDA sponsored \$7,000 in past

Discussion surrounds amount to donate, and there was comments on how several community members believe the DDA donates too much to events rather than infrastructure.

**Ahmad** suggests \$8,000

**Dr. Golani** seconds.

**All in favor.**

f. Update on SMS Software

- i. ClickSend, highly rated.
- ii. **Milo** motions for \$300 a year.
- iii. **Ahmad** seconds.

All in favor

g. Approving L-4029 form

- i. **Bryan** motions. **Dr. Majewski** seconds.

All in favor 7:08pm.

h. Shop your Block discussion

- i. Agreed to run it same weekend as Neighborhood Arts Festival (Oct 7<sup>th</sup>). Sale would run Fri-Sat.
- ii. Working on flyer, signs, etc. Offer small amount of prize money toward a meal for best outdoor displays, best marketing campaign for business and vendors on social media.
- iii. Open late shopping Friday, Saturday during day.
- iv. Name agreed: Shop the world – Hamtramck
- v. \$750 Allotted to Organizations and Promotions for the event

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**Andy** motions. **Bryan** seconds. All in favor

\$250 donation to the Hamtramck Neighborhood arts

**Milo** motions, **Dr. Majewski** seconds. All in favor.

**SECTION II: OTHER ITEMS**

**1. Public comment** (3 minutes per person limited to DDA issues)

**2. Chairman's Report & Member Report** (5 minutes)

**3. Staff Report** (5 minutes)

Food trucks. Discussion around DDA .

**4. ADJOURNMENT**

**Bryan** motions, **Dr. Majewski** seconds. **7:27pm**

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