



**CITY OF HAMTRAMCK
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
AGENDA**



WEDNESDAY, FEBRUARY 16, 2022
6:05PM
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

Andrew Dow, Lawrence Ingram, Mark J. Hausner, Dr. Shamiran Golani, Joan Bittner, Mayor Ghalib, John Grossi, Andrew Kopietz, Milo Madole, Ahmad Al-Hasan, Amr Alhalemi, Anwar Hassan

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
6. Approval of Minutes (December 2021)
7. Treasurers Report

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

1. Review board of director vacancies and elected officer positions: Chairperson, vice chairperson, treasurer and secretary.
2. Host Board of Directors 2022 Election for Officers:
 - a. Consider nominating a Chairperson.
 - b. Consider nominating a Vice chairperson.
 - c. Consider nominating a Treasurer.
 - d. Consider nominating a Secretary.
3. Presentation by [Jon Barth](#).
 - a. Jon presents to the board on past experiences working with SBA, City of Detroit, and across Southwest Detroit
 - b. Jon discusses community outreach and coordination, merchant surveying, communication, and special project planning
 - c. Jon discusses with DDA how his involvement will help to transform the DDA into a more goal-focused entity



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4. Discuss goals on how the DDA Board of Directors would like to approach the new year and what projects, programs and partnerships it would like to support.

See Appendix A for feedback received so far. Three common comments were to establish a dedicated DDA staff position using DDA funding, focus on filling vacant storefronts within the downtown corridor, and improve communication between the business community and the DDA.

5. Discuss if the Board of Directors wants to change the agenda from “Public Comment (two minutes per person limited to DDA issues)” to “Public Comment (two minutes per person limited to DDA agenda items)”
6. 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.



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APPENDIX A

CITY OF HAMTRAMCK

DDA BOARD OF DIRECTORS

NOTES ON GOALS AND NEXT STEPS

The purpose of this document is to record the informal discussions with the DDA Board of Directors regarding their goals for the upcoming year. Conversations occurred through the informal January 19, 2022 meeting¹ or via e-mail.

Ahmad: What is a DDA and its plans? Need to outline what a DDA represents and the programs it participates in.
Main Street model

Inventory of business owners in the main street
new members, new work
Improve downtown Hamtramck
Bring more business to the city
How can we work together to do it

Anwar: Cashmere to Holbrook alleys are a nightmare. Focus on alleys.

Anwar, Ahmad: Make recommendations on policy to council. Like parking meter system.

Ahmad: Hire full time outreach staff. Walk to every store. Collect information. \$1000 per month. \$12,000 for staff. Limited 2-3 year plan. Advertise dda. Take main street steps. Take to org and promo first. Create position there first.

Mayor: Improve line of communication with business owners

Mayor: Possibility to expand dda. Did research when Darren grow was city manager. Nonprofits would pay. principal shopping district. Could include the whole city.

Ahmad: Need packet for dda board member packet.
2-4 hours a month commitment.

Ahmad: With limited budget, main thing dda can be is to be a tool of communication from business to city council. Need marketing coordinator. Survey biz owners.

Amr: I would like to see more success and more business come to the city in the near future. I am very optimistic. Here are some of the ideas that come to my mind. I think it may help with promoting economic growth in the city of Hamtramck.

¹ Forgive any grammatical errors, these are quick notes typed while people spoke.



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1. Seek funds/Grants to help improve the exterior looks of buildings, facades and businesses to attract customers to shop in downtown Hamtramck and to shape the view of the city, such as designing new lights /solar lights and landscaping new signs...
2. Do a business study and business planning for new development for any vacant space in the DDA area to be redeveloped to a new business opportunity and to help or redevelop any Business that's not doing well in the DDA district area.
3. Plan more events and activities in downtown Hamtramck.

General:

Plant street trees along Jos Campau between Carpenter and Caniff. Team up with Beautification Commission.

Ask Bill Meyers, One Hamtramck, to help with the database. Bill Meyers walked along the streets surveying business community already. He might have all contact information already.

Create list of past accomplishments (Joan is an expert) Past projects: Created parking lot signs. Snow removal on sidewalks. Trim trees. Need fb report.

Use DDA reserve funding now. Invest in the future now, and receive greater rewards. DDA needs to get serious with funding now and invest in help for it to be successful in the future. This differs from gradually spending the reserve funding but not seeing much change. If the DDA invests in a staff member now, the staff member will earn more money for the DDA by filling vacancies and strengthening businesses with marketing and communications support.