

CITY OF DEARBORN
EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY (EDDDA)
WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY (WDDDA)
REGULARLY SCHEDULED JOINT BOARD MEETING

June 20, 2019

DEARBORN ADMINISTRATIVE CENTER

MINUTES

MEMBERS PRESENT

JOINT EAST & WEST : Mayor Jack O'Reilly, Mark Guido

EAST DDA : Chairperson Scott Saionz (left at 10am), Vice Chairperson Dan Merritt, Secretary-Treasurer Jay P. Kruz (left 8:51am), Director Janice B. Cislo, Director Judith A. McNeeley, Director Mary O'Bryan (left at 9:24am), Director Kamal Turfah (left 10:08am)

WEST DDA : Vice Chairperson James M. Jernigan, Director Thomas L. Clark, Director Jackie Lovejoy (arrived at 8:49am), Director John L. McWilliams, Director Karen Nigosian, Director Audrey Ralko

MEMBERS ABSENT

JOINT EAST & WEST :

EAST DDA : N/A

WEST DDA : Chairperson Sam Abbas, Director Mohammed Hider

NON-MEMBERS PRESENT :

CITY OF DEARBORN : Licia Yangouyian (Council), Zeinab Hachem (Council's office), Michael Kennedy (Finance), Mary Laundroche (Public Info), Jeff Watson (ECD), Dave Norwood (Mayor's office), Cristina Sheppard-Decius(DDDA), Jean Smith (DDDA), Janet Bloom (DDDA)

OTHERS : Richard Parris (Caribbean Festival Rep.), Jeffrey Lynch (Ford Land); Mike Kirk (Newmann/Smith and Econ./Design Comm.), Kathleen Duffy (Smith Group), Bill Bowen (Octane Design), Eric La Brecque (Applied Storytelling), Julie (Octane Design), Basha (Octane Design), Tom

Chairman Scott Saionz asked that the minutes show the Treasurer's Report as received and filed.

WDDDA: Michael Kennedy from Finance reviewed the financial statement dated May 31, 2019. Revenue to date totaled \$976,465. Total expenditures totaled \$727,779. The current cash position equals \$976,493 and it is estimated the WDDDA's cash position at the end of the fiscal year will be \$535,796.

Director Karen Nigosian motioned for approval of receipt of funds, which was seconded by Director Tom Clark.

Chairman Scott Saionz asked that the minutes show the Treasurer's Report as received and filed.

VII. Action Items

A. Joint Action Items

1.Design Guidelines

Resolution introduced to approve the adoption of the presented design guidelines for the Open Door Dearborn business incentive program. Open Door Dearborn business incentive is a program to promote recruitment of businesses into East and West Downtown Dearborn and improve the appearance of districts through storefront and business rehabilitation and expansions. Motion to approve for EDDDA was made by Director Dan Merritt; Director Jan Cislo seconded. A voice vote passed unanimously. Motion to approve for WDDDA was made by Director Tom Clark; Director Audrey Ralko seconded. A voice vote passed unanimously.

2. Sponsor Policy

Resolution introduced to establish a policy to guide decisions on which sponsorship opportunities to pursue and to establish fair and transparent protocols regarding sponsorship opportunities. It is noted that either EDDDA or WDDDA can be either a sponsor-provider or a sponsor-seeker at different times. These policies establish the criteria and decision making process for both Sponsor-Provider and Sponsor-Seeker scenarios. Director Dan Merritt moved to approve for EDDDA; Director Jay P. Kruz seconded. A voice vote passed unanimously. Director Karen Nigosian moved to approve for WDDDA; Director Tom Clark seconded. A voice vote passed unanimously.

3. FYE2020-22 Budget Adoption

Resolution introduced to approve the FYE2020-22 budget, recently approved and adopted by City Council. A 3-year budget was approved for FYE2020-22 by East DDDA and West DDDA at March 21, 2019 meeting to be submitted to City of Dearborn City Council for approval and adoption. City of Dearborn approved and adopted the budget on June 5, 2019. For EDDDA, Director Dan Merritt moved to approve; seconded by Director Jay P. Kruz. A voice vote passed unanimously.

Resolution to detail agreement between WDDDA and the Dearborn Area Chamber of Commerce to provide Beer Tent for Friday Nites Music and Food Rallies due to unavailability of another restaurant to provide in that district. The understanding between WDDDA and the Chamber is: 1) WDDDA is responsible for tent, barrels, tables, chairs, fencing, and half of police labor costs; 2) Chamber is responsible for the liquor license, bond, insurance, product/materials for beer, and half of police labor costs; 3) Chamber will provide event report of sales after each event with a final total at the end of the season; 4) Net proceeds after all costs will be split between the WDDDA and Chamber by September 30, 2019; 5) WDDDA and Chamber will work jointly on assuring appropriate volunteer levels to manage beer tent and exits throughout the events. For WDDDA, Mayor Jack O'Reilly motioned to approve; seconded by Audrey Ralko. A voice vote passed unanimously.

C. EDDDA Actions Only

1. Trash Receptacles

These items are currently in RFQ stage. No vote item.

2. Intercept Survey

These items are currently in RFQ stage. No vote item.

3. Caribbean Festival

Resolution to approve a 40-year-old event, Caribbean Cultural Festival, on its' move from Downtown Detroit to City Hall Park in Dearborn August 10, 11 am – 10 pm, and August 11, 12 pm – 10 pm. EDDDA will provide the stage and porta-johns already onsite from Jazz on the Ave. The Caribbean Festival will be responsible for any and all costs associated with City labor or materials for event, as well as any additional servicing of Portajohns. For parade display purposes, EDDDA recommends to City Council the use and closure of the John Nagy public parking lot on the south side of John Nagy Drive between Maple and Schaeffer. For EDDDA, Mayor Jack O'Reilly motioned to approve; seconded by Director Kamal Turfah. A voice vote passed unanimously.

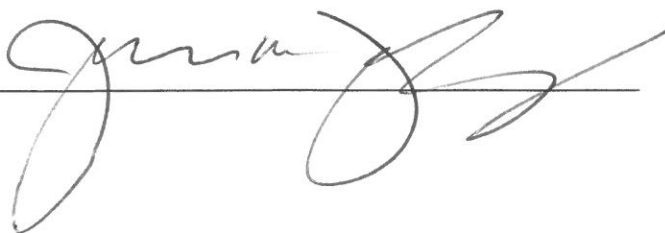
4. Music in the Park Amendment

Resolution to approve new projected budget expenditure of \$7,720, up from \$6,620 for Music in the Park. The EDDDA obligates \$7,720 from the Community Promotions budget to the fund the event costs. The EDDDA Director is authorized to execute contracts on behalf of the EDDDA with Music in the Park vendors. The EDDDA has added a food component to Music in the Park. THE EDDDA agrees to reimburse Heavenly Hot Dogs for all combo's sold minus what customers buy up to 100 combo's at \$4.12 per combo, not to exceed \$400 per event date. For EDDDA, Director Dan Merritt motioned to approve; seconded by Director Jan Cislo. A voice vote passed unanimously.

VIII. AAW Presentation

Tom Withers of AAW Infrastructure Partners presented the EV-Mobility and Economic Stimulus program. The program is designed to give the City means to purchase electric

James Jernigan, Acting Secretary-Treasurer for June 2019 meeting, WDDDA



A handwritten signature in black ink, appearing to read "James Jernigan", is written over a horizontal line. The signature is stylized and cursive.