



EAST DOWNTOWN DEARBORN
Neighborhood Feel. Totally Real.



EAST AND WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITIES BOARD OF DIRECTORS MEETING

THURSDAY, APRIL 18, 2019
8:00 A.M. – 9:30 A.M.
Dearborn Administrative Center
16901 Michigan Avenue, Dearborn, MI

- I. Call to Order**
- II. Roll Call** Secretary Kruz & Vice Chairperson Jernigan
- III. Joint Meeting Chair for April 2019: Chairman Abbas**
- IV. WDDDA Secretary/Treasurer Appointment/Nominations**
- V. Approval of the March 2019 Meeting Minutes**
- VI. Treasurer's Report** Finance/Treasurers
 - A. Receive & File Report**
- VII. Action Items**
 - A. Joint Board Actions**
 - 1. Open Door Dearborn Incentives
 - 2. Office Supplies
 - 3. Web Hosting & Maintenance
 - 4. Main Street Conference Reimbursement Amendment
 - B. WDDDA Actions Only**
 - 1. Farm to Table POS/Chamber Agreement
 - 2. Summer Banners
 - 3. Wagner Park Event Amenities
 - 4. Farmers Market Amendment to Providers
 - 5. Tunes at Noon Amendment to Providers
 - C. EDDDA Actions Only**
 - 1. Trash Receptacles
 - 2. Eastborn Neighborhood Clean Up
 - 3. Memorial Day Parade
 - 4. Music in the Park Amendment to Providers
 - 5. Spring Perennial Exchange Speaker
 - 6. Jazz on the Ave Amendment to Providers
- VIII. Committee Reports**
- IX. DDDA Executive Management Team Report & ECD Report**
- X. Call to Board of Directors**
- XI. Call to Audience** 3 min./guest
- XII. Adjournment**

AGENDA OVERVIEW

Action Items

Treasurer's Report

Both the EDDDA & WDDDA February 1, 2019 financial reports will be sent under separate cover.

JOINT ACTIONS

Open Door Dearborn Business Incentives

Adding business incentives for both the East & West DDAs was previously identified as an objective in the Downtown Dearborn Transformational Strategies in both Image and Retail Innovation goals. Two types of incentives were identified, including a façade improvement program and a business location incentive. A façade improvement program will encourage beautification and improvements to the buildings in the districts in order to improve visitors' first impressions and create a more vibrant environment. A location incentive that targets specific types of businesses based on each district's needs will help to attract businesses by building confidence in the market and closing funding gaps. Both incentives will make Dearborn more competitive amongst other downtowns in the Metro Detroit area.

Attached is the proposed incentive program for the Dearborn DDAs. The Design/EV Committee has reviewed and discussed this over the last year, and Executive Management has put the finishing touches on the document. The Boards will need to commit funding each year to stimulate businesses, and this coming FYE2020 it was recommended to fund it \$40,000 which could provide an impact of up to 8 new businesses or façade improvements in each of the districts. The process for applicants will include a review with the Design/EV Committee prior to being recommended to the Board for approval. Applicants will have to follow design guidelines established by the DDDA for building improvements.

The Design/EV Committee is recommending the Boards adopt the Open Door Dearborn Incentive Program. Design guidelines which will serve as part of the criteria for approving applications are currently being written and will be presented at May's meeting.

Office Supplies

Over the last three years, office supplies were either purchased directly by the City's ECD and/or DDAs for the DDAs office or reimbursed to POW! Strategies as they occurred. The current contract with POW! Strategies through December 31, 2019, does not account for these transactions, and it is the recommendation of the Executive Committees to allot up to \$850 from office supplies fund line items through December 31, 2019, for office supplies including, but not limited to paper, toner and nametags that are directly used by the DDDA Boards and its committees. These costs will be shared jointly between the East and West DDAs.

Web Hosting & Maintenance

Essential IT provides web hosting, maintenance and email address services for the DDAs' collaborative website--Downtown Dearborn. In January, the DDAs removed the individual district websites, reducing the future total cost of website services for the DDAs. Attached is a resolution authorizing the payment of services for January 1, 2019 through June 30, 2020, to coincide with the FY calendar.

Main Street Conference Amendment

Chairs Sam Abbas and J. Scott Saionz attended the National Main Street Conference on behalf of the DDDAs, which the Boards pre-authorized \$2,000 per person for travel, registration and hotel fees to be covered by the DDDAs. Costs came in higher and to reimburse these individuals an amendment to the previous resolution is needed, in an amount up to \$900 in addition, totaling \$2900 per person.

WDDDA ACTIONS ONLY

Farm to Table Point of Sale System (POS)

Executive Management met with the Dearborn Area Chamber of Commerce to discuss the possibility of partnering with the Farm to Table event to use of the Chamber's Point of Sale System (POS) in order to accept payments for both tickets and auction items. The Chamber has agreed to provide a link on their website in order for interested parties to purchase tickets for the event. The Chamber is providing the WDDDA with the POS systems to use on the ground at the event for auction sale items. In exchange for the services, the WDDDA will reimburse all processing fees associated with the sale of tickets from their website, and donated auction items from the event, in addition to 5% of total sales processed through their system for both online ticket sales and donated auction item sales at the event. This will not include sales from items sold by Sports Auction Items, nor sales that are received via check or sponsors.

Summer Banners

It is recommended to introduce a new summer banner for the lower-level street poles for the WDDDA to coincide with the Fridays event banners on Michigan Avenue. The WDDDA budgeted \$20,000 for general marketing and banners for FYE2019. Banner costs and shipping are estimated not to exceed \$3,000.

Wagner Park Event Amenities

As the WDDDA transitions its events to Wagner Park and adjacent West Village Drive area, the WDDDA identified a need for adding event amenities to festivities and area. Initially, we anticipated adding an upgraded portable bathroom (bathroom trailer as opposed to port-o-johns), but the cost of the bathroom trailer was extremely high and it is recommended to invest in the future in a permanent public bathroom facility instead. Therefore, after discussion with the Design EV committee and Ford Land, it is recommended to invest in bistro tables and chair, Adirondack chairs, games, street blockades and portable carts to add to the community event environment. The WDDDA budgeted \$15,000 for FYE2019. A service provider(s) for these amenities are still being finalized, but it is estimated at the following:

- \$10,000 for tables, chair and Adirondack chairs (30 bistro sets; 20 Adirondack chairs)
- \$1,500 for giant size games (8 units)
- \$600 for portable cars (3-4 units)
- \$2900 for street blockades (30 units)

Resolution attached authorizes the purchase up to the allotted amount of \$15,000. Multiple service providers will be used based on the equipment specialty.

Farmers Market Amendment

The WDDDA authorized a budget of \$25,540 in expenditures for specific service providers for the Farmers and Artisans Market at its January 17, 2019, however, entertainment service providers were not identified at that time. Since the January 17, 2019, Joint DDDA Board meeting, entertainment

service providers for the Farmers & Artisans Market have been secured and therefore an amendment to the resolution is needed.

Tunes at Noon Amendment

The WDDDA authorized a budget of \$6,620 in expenditures for the 2019 Tunes at Noon at Wager Park events with specific service providers identified not including the entertainment, tent supplies and additional directional signage. Since the January 17, 2019, Joint DDDA Board meeting, the entertainment service providers have been secured and the need for a tent to cover the entertainment, as well as directional signage was identified. The resolution attached amends the previous resolution identifying these service providers and supplies. It stays within the previous authorized budget.

EDDDA ACTIONS ONLY

Trash Receptacles

The Design/EV Committee identified through the street inventory analysis that the one of the most needed amenities in the EDDDA is trash receptacles. Board member Cislo volunteered her time to identify the quantity and locations of needed receptacles, which in her analysis was 25 units along Michigan Avenue and Schaefer Road. It is recommended to go with a unit that is durable, heavy enough or the capabilities of bolting down so they don't "walk" away, and consistent through the district. It was also the preference of the Board and committee to support the arts and culture of the district image by either adding an artistic touch to them or pop of color. There are two new black iron traditional receptacles in storage than can be placed immediately, but the other five receptacles in storage require repairs which could total \$250 or more. It is the recommendation to focus funding on the artistic trash receptacles. The EDDDA has \$10,958 remaining in its budget for streetscape amenities. Typically trash receptacles range between \$800-\$1500 depending on size, style, material and shipping. We are working with the Dearborn Community Fund's POP Team to create designs for the receptacles that will be enlarged on a sign canvas attached and wrapped around each receptacle. We have identified some lower priced cans that will fit the appropriate art application, but are still finalizing the best provider. It is estimated that each receptacle will cost \$1000 for the receptacle itself, an artistic sign wrap application and artist fees. A resolution is attached so that we can move forward quickly with a projected timeline of July/August 2019.

Eastborn Neighborhood Clean Up

Annually, the EDDDA has supported the Eastborn Neighborhood Clean Up by investing \$1500 towards beautification and clean up efforts in the EDDDA area. The Executive Committee recommends continuing this initiative and focusing clean up and beautification efforts around the area of the Arab American National Museum.

Memorial Day Parade

Annually, the EDDDA has supported the Memorial Day Parade as it starts in the EDDDA area. The Executive Committee recommends continuing this initiative that brings hundreds of people into the district for this event by committing \$500 for marketing purposes.

Music in the Park Amendment

The EDDDA authorized a budget of \$6,620 in expenditures for the 2019 Music in the Park events with specific service providers. Changes to the entertainment service provider has been modified due to conflicts with the previous provider. A resolution is attached.

Spring Perennial Exchange Speaker Fee

The speaker for the Spring Perennial Exchange in City Hall Park was not previously identified in the resolution that was approved by the EDDDA on January 17, 2019. A speaker has now been confirmed and the resolution authorizes this expenditure. The expenditure is within the previously adopted budget.

Jazz on the Ave

The EDDDA authorized a budget of \$54,690 in expenditures for the 2019 Jazz on the Ave events with revenue anticipated of \$10,000 at its January 17, 2019 meeting. In an effort to reduce costs per the FYE2020 approved budget recommendations, the EDDDA Executive Committee recommends eliminating \$2500 in advertising costs with local newspapers. A resolution is attached reflecting this change.

CITY OF DEARBORN
EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY (EDDDA)
WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY (WDDDA)
REGULARLY SCHEDULED JOINT BOARD MEETING
MARCH 21, 2019
DEARBORN ADMINISTRATIVE CENTER
MINUTES

MEMBERS PRESENT

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

EAST DDDA : Scott Saionz, Dan Merritt, Jay Kruz, Janice Cislo, Mary O'Bryan (left at 10:10am), Kamal Turfah (left at 10:21am).

WEST DDDA : Sam Abbas (arrived at 8:06am), Thomas Clark, Jim Jernigan (left at 10:08am) John McWilliams, Jackie Lovejoy (arrived at 8:14am, left at 10:03am) Audrey Ralko (left at 10:09am).

MEMBERS ABSENT

EAST DDDA : Joseph Bojovic, Judith McNeeley

WEST DDDA : Mohammed Hider, Karen Nigosian

NON-MEMBERS PRESENT

CITY OF DEARBORN : Licia Yangouyian (Law), Maria Buffone (Finance), Maryann Zelasko (ECD), Zeinab Hachem (Council's Office), Jordan Roberts (Sanitation), Cristina Sheppard-Decius (DDDA), Jean Smith (DDDA), Ellen Goedert (DDDA).

OTHERS : Emma Jean Woodyard (DCF), Kathryn Grabowski (AANM), Ryah Aqel (AANM), Kelly Burks (Smith Group)

I. Call to Order

Joint DDDA Chair Scott Saionz called the meeting to order at approximately 8:04am.

II. Roll Call

EDDDA: Secretary-Treasurer Jay Kruz called the roll of Board members. A quorum was Present.

WDDDA: Vice-Chair Jim Jernigan called the roll of Board members. A quorum was present.

III. Joint Meeting Chair for March 2019: Scott Saionz

IV. Approval of the January 2019 Meeting Minutes

EDDDA: The minutes from the February 21, 2019 Joint Board meeting were presented for approval. Director Jan Cislo motioned to approve. Secretary-Treasurer Jay Kruz seconded. Passed by unanimous vote.

WDDDA: The minutes from the February 21, 2019 Joint Board meeting were presented for approval. Vice Chair Jim Jernigan motioned to approve. Director Mark Guido seconded. Passed by unanimous vote.

V. Treasurer's Report

A. Receive & File Report

EDDDA: Maria Buffone from Finance reviewed the financial statement dated March 11, 2019. Revenue to date totaled \$789,175 Expenditures to date totaled \$291,605. The current cash position equals \$1,557,976, and it is estimated that the EDDDA's cash position at the end of the fiscal year will be \$527,249. Per Chairperson Scott Saionz, the Treasurer's Report was received and filed.

WDDDA: Maria Buffone from Finance reviewed the financial statement dated March 11, 2019. Revenue to date totaled \$710,246. Expenditures to date totaled \$395,526. The current cash position equals \$1,024,650 and it is estimated that the WDDDA's cash position at the end of the fiscal year will be \$364,278. Per Chairperson Sam Abbas, the Treasurer's Report was received and filed.

VI. Discussion

A. Presentation: Business Incentives by Cristina Sheppard-Decius

Executive Director Cristina Sheppard-Decius presented on the Business Incentives Program for both DDDA districts. The programs are meant to improve beautification, Building improvements, visitors' first impressions, and attract new businesses to the Districts. The Design/EV committee has completed a proposal for the incentive program. Design Guidelines will be written and presented at the April meeting. Voting on the Approval of those guidelines will happen at the April 2019 Board Meeting.

B. Presentation: AANM Summer Festival 2020 by Kathryn Grabowski & Ryah Aqel

The AANM has been meeting with the Executive Management team to discuss the Possibility of bringing a new music festival to East Downtown Dearborn in August 2020. The event will be an admission-free music, food, and art festival. AANM has already received support from the Knight Foundation and other sponsors. Meetings with other city offices, including Police, Fire, Sanitation, and DPW have begun to discuss logistics. AANM is looking to use City Hall Park and partner with EDDDA for this festival.

VII. Action Items

A. Joint Action Items

1. Sculpture Initiative

Emma Jean Woodyard from the Dearborn Community Fund presented on the existing sculpture initiative, past initiatives, the contract renewal, and the future of art installations in Dearborn. Following the presentation, a resolution to renew the existing the sculpture contract and follow through on continuing into a second year was presented.

EDDDA: The EDDDA approved an amount not to exceed \$5,900.00 from Community Promotions fund 297-6100-911-51-00 as a contribution to the Dearborn Community Fund to participate in the sculpture initiative with the Nordin Brothers for year two of two. Vice Chair Dan Merritt motioned to approve. Director Kamal Turfah seconded. Passed by unanimous vote.

WDDDA: The WDDDA approved an amount not to exceed \$5,900.00 from Community Promotions fund 296-6100-911-51-00 as a contribution to the Dearborn Community Fund to participate in the sculpture initiative with the Nordin Brothers for year two of two. Director Jackie Lovejoy motioned to approve. Director Mark Guido seconded. One no vote. Motion passed.

2. Sponsor Policy

Following discussion of Sponsor Policy, Licia Yangouyian (Law) said that the policy would need to be reviewed by legal again and changes could occur. Voting on the policy could still occur, but would be subject to changes from the legal department.

EDDDA and WDDDA: Decided to table voting on the Sponsor Policy until the changes from the legal department had been received and reviewed. Sponsor Policy voting will occur at the April 2019 Board Meeting.

3. Michigan Avenue Banner Installation

EDDDA: The EDDDA and WDDDA will pay WH Canon a total of \$2,560 for Shop Small Banner Installation split evenly between the districts; the EDDDA will pay their portion, \$1,280 with money previously allocated to WH Canon's comprehensive landscaping contract for FYE 2019. Director Janice Cislo motioned to approve. Vice Chair Dan Merritt seconded. Motion passed by unanimous vote.

WDDDA: The EDDDA and WDDDA will pay WH Canon a total of \$2,560 for Shop Small Banner Installation split evenly between the districts; the WDDDA allocates \$1,280 to WH Canon for Banner Installation from account 296-6100-911-51-00 General Marketing/Banners. Director Mark Guido motioned to approve. Vice Chair Jim Jernigan seconded. Motion passed by unanimous vote.

4. Ladies Night Ammendment- Radio Addition

EDDDA: The EDDDA has concerns with the costs of Ladies Night compared to the turnout in the EDDDA district. Some East District businesses reported not receiving any new customers or business as a result of the event. The EDDDA will not fund the additional cost (\$2,500) for radio promotions for Ladies Night, but will yield the decision on radio promotion expenditures to the WDDDA. The EDDDA continues to support the original authorization of \$1,855.00 for other Ladies Night expenses with the expectation the that details of the event will be reviewed in the future to be more beneficial to more businesses in the district. Chair Scott Saionz motioned to approve. Vice Chair Dan Merritt seconded. Motion passed by unanimous vote.

WDDDA: The WDDDA agrees to the additional costs of radio promotions for Ladies Night and obligates \$3,377.50 in expenditures for the Ladies Night event from the Community Promotions Budget # 296-6100-911-51-00 for FYE2019; and the WDDDA will acknowledge receipt of funds for the Ladies Night event up to \$1000 in FYE2019. The WDDDA Executive Director is authorized to administer, sign contracts and expend the funds for the 2019 Ladies Night event as presented. Vice Chair Jim Jernigan motioned to approve. Director Tom Clark seconded. Motion passed by unanimous vote.

EDDDA: The WDDDA voted to approve an expenditure of \$2,500 for radio promotions, which would cover ½ of the cost of radio promotions after the EDDDA voted not to cover this cost. The EDDDA believes in the importance of supporting events that generate traffic in both districts and believes in working with the WDDDA to support joint events. The EDDDA will reconsider the Ladies Night 2019 Amendment with additional costs for radio promotions. Chair Scott Saionz mentioned to approve. Director Mary O'Bryan seconded. Motion passes by unanimous vote.

EDDDA: The EDDDA reconsiders the original proposal regarding the additional costs of radio promotions for Ladies Night. The EDDDA agrees to the additional costs of radio promotions for Ladies Night and obligates \$3,377.50 in expenditures for the Ladies Night event from the Community Promotions Budget # 297-6100-911-51-00 for FYE2019; and the EDDDA will acknowledge receipt of funds for the Ladies Night event up to \$1000 in FYE2019. The EDDDA Executive Director is authorized to administer, sign contracts and expend the funds for the 2019 Ladies Night event as presented. The EDDDA authorizes this with the expectation the that details of the event will be reviewed in the future to be more beneficial to more businesses in the district. Chair Scott Saionz motioned to approve. Director Mary O'Bryan seconded. Motion passed by unanimous vote.

5. FYE2020-22 Budget

EDDDA: The unexpended FYE2019 appropriations shall be carried forward for completion of EDDDA activities initiated by June 30, 2019. The EDDDA approves the attached FYE 2020-2022 budget to be submitted to the Dearborn City Council for

adoption. Secretary-Treasurer Jay Kruz motioned to approve. Director Janice Cislo seconded. Motion passed by unanimous vote.

WDDDA: The unexpended FYE2019 appropriations shall be carried forward for completion of WDDDA activities initiated by June 30, 2019. The WDDDA approves the attached FYE 2020-2022 budget to be submitted to the Dearborn City Council for adoption. Vice Chair Jim Jernigan motioned to approve. Director Tom Clark seconded. Motion passed by unanimous vote.

B. EDDDA Actions Only

1. Trash Receptacles

The EDDDA tabled further discussion on this topic and voting. Voting and discussion will occur at the April 2019 board meeting.

2. Tree Well Plan

The EDDDA authorizes \$7,700 in FYE2019 from business incentives to tree well removal and that funding be designated to business applicants through the business incentive program with final approval of applicants from the EDDDA. Mayor Jack O'Reilly motioned to approve. Director Janice Cislo seconded. Motion passed by unanimous vote.

3. Reimbursement for Supplies/Director Jay Kruz

The EDDDA authorized the executive director to issue a reimbursement to Jay Kruz in the amount of \$48.83 for lighting supplies purchased for Winterfest 2018. Director Mark Guido motioned to approve. Director Janice Cislo seconded. Jay Kruz Abstained. Motion passed.

C. WDDDA Actions Only

1. Farm to Table POS/Chamber Agreement

Quorum was lost; not enough WDDDA members present for a vote. Voting tabled to April 2019 Board Meeting.

VIII. Committee Reports

A. Promotions/Organization Updates

Chairperson Scott Saionz elected to postpone committee updates until the March 2019 Board meeting.

B. Design/Economic Vitality

Chairperson Scott Saionz elected to postpone committee updates until the March 2019 Board meeting.

IX. DDDA Executive Management Team Report & ECD Report

Cristina Sheppard-Decius gave updates on the Downtown Dearborn websites and takeaways from the Branding Visioning Sessions. Planning of focus groups regarding branding/visioning has begun and will include University of Michigan-Dearborn students

to gain insight into what aspects of Dearborn college students like and what ideas they have to keep them in the city beyond classes and school commitments. Cristina highlighted a recent Metromode article featuring Mike Kirk and his work in the area.

XI. Call to Board of Directors

None.

XII. Call to Audience

- Dan Merritt thanks board for Sponsorship of Free Comic Book Day
- Maryann Zelasko presents a notice received from Fordland regarding parking in parking structures in West Dearborn. Discussion on clearer signage being put in place as parking rules are not being properly followed at this time.

XIII. Adjournment

Meeting adjourned by Chairman Scott Saionz at 10:34am.

Approved by:

Jay Kruz, Secretary-Treasurer, EDDDA

James Jernigan, Vice Chair, WDDDA

City of Dearborn
West Downtown Development Authority (WDDDA)
Prepared as of April 9, 2019

Description	FY2017	FY2018
	Audited Actual	Audited Actual
REVENUES:		
Property Tax Capture	\$ 509,661	\$ 496,065
BRA Tax Captures	21,354	119,900
Tax Revenue Total:	\$ 531,015	\$ 615,965
State, Local Community Stabilization Authority	18,518	12,332
Interest Income	3,495	9,786
Donations from Private Sources	10,550	88,742
Miscellaneous Income	7,845	-
Federal Grant- Farmer's Market	-	-
Miscellaneous Income - Farmer's Market Fees & Donations	-	12,900
Donations & Farmer's Market Total:	\$ 10,550	\$ 101,642
Contribution from General Fund	2,450	16,950
Contribution from General Fund (Sanitation)	-	22,152
General Fund Contribution Total:	\$ 2,450	\$ 39,102
Total Revenues:	\$ 573,873	\$ 778,827

EXPENDITURES:		
Salaries & Wages-Part Time	\$ 4,925	\$ 4,830
FICA/Medicare, City Share	377	369
Sanitation Contractual Services	-	22,152
Workers Comp. Contribution	3	3
Audit Services	447	329
Other Professional Services (Office Expenses)	135	-
Contract Services	236,881	253,617
Contractual Services- Farmer's Market	-	5,089
R&M Services, Copiers	-	-
Building Renta	-	-
Community Promotion	113,474	137,110
Insurance & Bonds	700	2,985
Training & Transportation	4,896	2,569
Office Supplies	62	693
Repair & Maintenance Supplies	-	-
Planting Materials	4,230	8,276
Memberships	413	413
Other Operating Expenses	150,000	150,000
Transfer - Brownfield Redevelopment Authority	21,354	119,900
Sub-total Operations	\$ 537,897	\$ 708,335
Community Promotion & Farmer's Market Total:	\$ 113,474	\$ 142,199
Total Expenditures:	\$ 537,897	\$ 708,335
Revenues Over (Under) Expenditures	\$ 35,976	\$ 70,492

Balance Sheet @ April 9, 2019		
Cash Position		
Add Current Receivables		
Add Unearned Income		
Less Current Liabilities		
Less Encumbrances		
Less Uncommitted Budget		
Ending Estimated Cash Position June 30	\$ 637,031	\$ 707,523

10% of annual income

FY2019				
Adopted Budget	Amended Budget	Actual	Budget (Encumbered)	Budget Remaining
\$ 507,210	\$ 507,210	\$ 782,052	-	N/A
150,610	150,610	37,223	-	N/A
\$ 657,820	\$ 657,820	\$ 819,275	\$ -	\$ -
13,110	13,110	25,313	-	N/A
9,183	9,183	12,629	-	N/A
75,000	50,500	38,030	-	\$12,470
-	-	6,194	-	N/A
-	1,000	1,424	-	N/A
-	23,500	3,330	-	\$20,170
\$ 75,000	\$ 75,000	\$ 42,784	\$ -	\$ 32,640

9,275	9,275	-	-	\$9,275
43,825	43,825	39,825	-	\$4,000
\$ 53,100	\$ 53,100	\$ 39,825	\$ -	\$ 13,275

\$ 808,213	\$ 808,213	\$ 946,020	\$ -	\$ 45,915
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\$ -	\$ 82	\$ 81	\$ -	\$ 1
-	7	6	-	1
43,825	43,825	10,080	(15,840)	17,905
-	-	-	-	-
382	382	382	-	-
1,500	1,115	100	-	1,015
426,255	432,145	222,435	(113,052)	96,658
-	20,000	8,173	(29)	11,798
-	375	181	-	194
11,000	11,010	8,198	(2,812)	-
292,780	458,780	161,187	(134,288)	163,305
2,670	2,670	1,998	-	672
4,500	4,500	1,240	-	3,260
1,950	1,950	435	-	1,515
10,000	10,000	-	-	10,000
15,000	24,021	4,021	(20,000)	(0)
938	938	513	-	425
1,250	1,250	-	-	1,250
150,610	150,610	132,940	-	17,670
\$ 962,660	\$ 1,163,660	\$ 551,970	\$ (286,021)	\$ 325,669
\$ 292,780	\$ 478,780	\$ 169,360	\$ (134,317)	\$ 175,103

\$ 962,660	\$ 1,163,660	\$ 551,970	\$ (286,021)	\$ 325,669
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\$ (154,447)	\$ (355,447)	\$ 394,050	\$ 286,021	\$ (279,754)
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FY2019	
\$ 1,097,575	
7,065	
45,915	
(3,068)	
(286,021)	
(325,669)	
\$ 535,797	

Annual Report Expenditures

STREETSCAPE PROJECT

	FY2017	FY2018
	Audited	Audited
	Actual	Actual
Transfer - Brownfield Redevelopment Authority	21,354	119,900

Christmas Décor	\$ 23,544	\$ 17,350
Christmas Install- Fairlane Grounds	\$ -	\$ -
District Plant & Maint.- Fairlane Grounds	34,613	55,820
Snow Removal	9,510	38,250
Annual Streetscape (Seasonal, W.Village, Wagner Place)	35,230	-
Council Approved Beautification Plan	-	-
Sanitation Millage- Litter Pick up- Fairlane Grounds	-	22,152
Annuals & Perennials/ Plant Materials Fall Seasonal Materials, Winter Seasonal Materials- Fairlane Grounds	4,230	8,276
Complete Streets Planning/ Design Planning/ Downtown Master Plan	-	-
On-Street Bike Racks	-	516
Building / Business Incentive	-	-
Total District Beautification	\$ 107,127	\$ 142,364

DOWNTOWN DEVELOPMENT/Community Promotions

Branding	18,861	-
General Marketing- (Banners, Printing, Social Media	7,054	4,625
Dearborn Community Fund Sculpture Initiative	5,900	5,900
Henry Ford Promotion Pkg	5,600	5,600
Website (Constant Contacts - 3 yrs.)	427	275
Website Hosting (1yr renewal) & Domain Reg	424	985
Holiday Promotions / Holly Berry Brunch Prograrr	-	3,950
Friday Nites Concert Series & Food Truck Rally	47,082	34,328
W.Village Commons Programs & Wagner Place Programs	2,450	10,368
Wagner Place Park Equipment	-	-
Other Community Development	22,745	13,336
Graphic Design	-	1,474
Photography	-	1,825
Metro Mode/Issue Media	-	30,000
Mobile App	-	-
CTM Brochure Distribution	-	5,852
Main Street Materials	-	790
Big Read	-	1,000
Martian Marathon	-	619
Shop Small Business Saturday	-	7,201
Art month, Art Spark, Pocket Park Mural, POP- Student	-	1,500
Fall Promotions	-	476
Bike Dearborn	-	-
Restaurant week	-	12,465
Farmer's Market	2,500	6,818
Total Marketing & Promotion	\$ 113,043	\$ 149,387

FY2019				
Adopted	Amended	Actual	Budget	Budget
Budget	Budget		(Encumbered)	Remaining
150,610	150,610	132,940	-	17,670

6,500	6,500	6,494		6
8,500	7,587	4,087		3,500
170,905	162,797	80,357	(82,440)	-
30,000	45,000	27,234	(17,710)	56
5,000	11,000	-	-	11,000
-	-	-	-	-
43,825	43,825	10,080	(15,840)	17,905
15,000	24,021	4,021	(20,000)	-
10,000	20,000	-	-	20,000
6,500	5,513	-	-	5,513
30,000	15,000	-	-	15,000
\$ 326,230	\$ 341,243	\$ 132,273	\$ (135,990)	\$ 72,980

65,000	251,500	59,871	(126,663)	64,966
20,000	15,296	3,537	(1,507)	10,252
6,000	6,000	-	-	6,000
5,600	5,600	5,600	-	-
230	230	226	-	4
1,000	1,000	534	-	466
15,000	15,000	16,144	(6)	(1,150)
45,000	45,000	21,890	(1,375)	21,735
30,000	30,000	10,479	(285)	19,236
15,000	15,000	-	-	15,000
-	1,757	1,580	(258)	(81)
5,000	5,000	-	(800)	4,200
3,200	3,200	1,850	-	1,350
24,000	24,000	12,000	-	12,000
-	1,197	1,197	-	-
4,250	4,250	-	(2,625)	1,625
1,000	1,000	-	-	1,000
-	-	-	-	-
500	500	-	-	500
6,500	6,500	3,665	(269)	2,566
5,000	5,000	5,500	-	(500)
500	500	193	-	307
-	250	250	-	-
20,000	20,000	17,389	(500)	2,111
20,000	20,000	10,873	(29)	9,098
\$ 292,780	\$ 477,780	\$ 172,778	\$ (134,317)	\$ 170,685

	FY2017	FY2018
	Audited	Audited
	Actual	Actual
PLANNING & ADMINISTRATION		
Insurance & Bonds	700	2,985
Audit Services	447	329
Director's Expenses		
Executive Director	95,203	94,570
Operations Manager	-	-
Design and Planning Manager	12,500	-
Event Manager/ Farmers' Market Manager	-	9,771
Communications Manager- PR	30,000	30,064
Salaries & Wages-Part Time	5,305	5,202
Building Rental	-	-
Repair & Maintenance Supplies	-	-
Office Expenses	1,805	3,350
Office Cleaning	-	-
Memberships	413	413
Other Operating Expenses	-	-
Total Planning & Administration	\$ 146,373	\$ 146,684
PRINCIPAL & INTEREST EXPENSE		
Other Operating Expenses	150,000	150,000
Total Principal & Interest Expense	\$ 150,000	\$ 150,000
Total Expenditures	\$ 537,897	\$ 708,335

FY2019				
Adopted	Amended	Actual	Budget	Budget
Budget	Budget		(Encumbered)	Remaining
2,670	2,670	1,998	-	672
382	382	382	-	-
48,000	48,000	30,838	(1,570)	46,180
30,950	30,950	17,425		
12,000	12,000	5,400		
27,900	27,900	17,438		
40,000	40,000	28,893	(11,107)	0
-	89	87	-	2
11,000	11,010	8,198	(2,812)	-
10,000	10,000	-	-	10,000
7,950	7,938	2,133	-	5,805
-	900	675	(225)	-
938	938	513	-	425
1,250	1,250	-	-	1,250
\$ 193,040	\$ 194,027	\$ 113,979	\$ (15,714)	\$ 64,334
-	-	-	-	-
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 962,660	\$ 1,163,660	\$ 551,970	\$ (286,021)	\$ 325,669

City of Dearborn
East Downtown Development Authority (EDDDA)
Prepared as of April 9, 2019

	FY2017	FY2018
	Audited	Audited
	Actual	Actual
REVENUES:		
Property Tax Capture	313,361	331,579
BRA Tax Captures	465,013	464,566
Property Tax 2 Mill Levy	-	-
Tax Revenue Total:	778,374	796,145
Penalties and Int on Taxes	-	-
State, Local Community Stabilization Authority	21,979	-
Federal Funds	-	-
Interest Income	10,246	18,257
Donations from Private Sources	15,761	22,965
Miscellaneous Income	-	-
DCC Loan-Federal USEPA Funds	-	-
Contribution from General Fund	-	35,681
Contribution from General Fund (Sanitation)	-	-
Designated Purposes Fund	-	-
Total Revenues:	\$ 826,360	\$ 873,048

EXPENDITURES:		
Salaries & Wages-Full Time	-	-
Salaries & Wages-Part Time	67,278	51,593
Hospital/Med. Insurance	-	-
Dental Insurance	-	-
Death/Dismemberment Ins.	-	-
Long-Term Disability	-	-
FICA/Medicare, City Share	5,147	3,947
401A	-	-
Unemployment Compensation	-	-
Workers Comp. Contribution	43	33
Car Allowance	-	-
Sanitation Contractual Services	-	33,603
Audit Services	694	772
Other Professional Services (Office Expenses)	2,061	150
Admin/Management (City Services)	-	-
Contract Services	61,872	133,045
R&M Services, Copiers	147	58
Building Rental	24,740	25,000
Construction Material/Supplies	-	-
Community Promotion	123,956	154,922
Insurance & Bonds	1,370	3,255
Communications	1,240	720
Training & Transportation	2,624	3,310
Office Supplies	306	642
Postage	-	4
Operating Supplies	-	-
Equipment - Non Capital	-	1,720
Planting Materials	-	7,057
Memberships	663	413
Reference Materials	28	28
Licenses, Fees & Permits	-	-
Other Operating Expenses	502,757	536,989
Sub-total Operations	794,926	957,261

Projects:		
Other Prof. Services	-	-
Building Demolition Serv	-	-
Architect/Engineer Svc	1,700	4,250
Engineering & Insp Serv	-	-
Construction Contractor	-	25,180
Construction Material/Supplies	-	-
Construction Services	-	-
Settlements Expense	-	-
Licenses, Fees & Permits (Project)	-	-
Undistributed Appropriation	-	-
Sub-Total Capital	1,700	29,430

Transfer - Brownfield Redevelopment Authority	465,013	464,566
Total Expenditures:	\$ 1,261,639	\$ 1,451,257

Revenues Over (Under) Expenditures: \$ (435,279) \$ (578,209)

FY2019				
Adopted	Amended	Actual	Budget	Budget
Budget	Budget		(Encumbered)	Remaining
337,617	337,617	343,896	-	N/A
475,250	475,250	464,099	-	N/A
-	-	-	-	-
812,867	812,867	807,995	-	N/A
-	-	-	-	-
-	-	23,733	-	N/A
-	-	-	-	-
17,621	17,621	19,028	-	N/A
75,000	75,000	35,870	-	39,130
-	-	-	-	-
-	-	-	-	-
72,840	72,840	54,630	-	18,210
-	-	-	-	-
-	-	-	-	-
\$ 978,328	\$ 978,328	\$ 941,256	\$ -	\$ 57,340

-	-	-	-	-
-	505	505	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	39	39	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
72,840	72,840	9,714	(3,674)	59,452
763	763	763	-	-
1,500	1,365	100	-	1,265
-	-	-	-	-
307,950	337,406	189,131	(35,977)	112,298
250	375	181	-	194
11,000	11,010	8,197	(2,813)	1
-	-	-	-	-
266,280	316,280	140,705	(39,371)	136,204
4,110	4,110	3,078	-	1,032
850	850	74	(235)	541
4,500	4,500	685	-	3,815
3,450	3,450	435	-	3,015
100	100	154	-	(54)
-	-	-	-	-
500	500	-	-	500
12,000	12,000	11,775	(225)	-
1,190	1,190	513	-	677
100	100	-	-	100
300	300	-	-	300
1,250	1,250	-	-	1,250
688,933	768,933	366,049	(82,295)	320,589

-	-	-	-	-
-	2,522	-	-	2,522
-	60,256	-	(16,831)	43,425
-	-	-	-	-
-	137,785	-	(137,147)	638
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
100	100	-	-	100
-	62,345	-	-	62,345
100	263,008	-	(153,978)	109,030

475,250	475,250	464,099	-	11,151
\$ 1,164,283	\$ 1,507,191	\$ 830,148	\$ (236,272)	\$ 440,771

\$ (185,955) \$ (528,863) \$ 111,108 \$ 236,272 \$ (383,431)

Balance Sheet @ April 9, 2019	FY2017	FY2018
Cash Position		
Add Current Receivables		
Add Unearned Income		
Less Current Liabilities		
Less Encumbrances		
Less Uncommitted Budget		
Ending Estimated Cash Position June 30	\$ 1,811,354	\$ 1,233,147

10% of annual income

*Long Term Note Receivable booked on Balance Sheet

(1) \$475,250 Redico reimbursement budget

Annual Report Expenditures

STREETSCAPE PROJECTS

PUBLIC FACILITIES

Transfer - Brownfield Redevelopment Authority	465,013	464,566
Public Facilities Parking Master Plan M20006	1,700	7,880
Public Facilities (parking lot striping)	-	-
East Dearborn Development A55000	-	-
Lift Station Easement Case	-	-
Contaminated Soil Removal	-	-
Parking Deck Eng Test (PSI)	-	-
Undergrnd Utilities (Prk Deck)	-	-
Deck Enhancements	-	-
Alley Appraisal	-	-
Artspace (Downtown Master Plan, City Hall Park Arch design, AANM Alley, Mural Parklet)	-	25,180
Commercial Property Appearance (streetscape, tree well removals, bike racks, trash cans.)	-	4,250
Complete Streets Planning / Multi-Modal	-	-
Undistributed Appropriation-Project Budget	-	-
Building / Business Incentive	-	-
Total Public Facilities	466,713	501,876

DOWNTOWN DEVELOPMENT

General Marketing- (Banners, Printing, Social Media)	-	-
Banners	-	-
Branding	-	-
Henry Ford Promotion Pkg	8,400	5,600
Metro Mode /Issue Media -Social Media Promos	-	34,682
CTM Brochure Distribution-Social Media Promos	-	-
Main Street Materials-Social Media Promos	-	-
Graphic Design	-	-
Photography	-	1,325
Flowers	150	28,952
Landscape & Maintenance	-	-
Sanitation Contractual Services	-	33,603
City Hall Park Maintenance (Activity moved to Landscape FY19)	5,788	5,425
Holiday Décor	16,500	20,646
Holiday Installation	-	-
Snow Removal	19,922	37,575
Dearborn Community Fund Sculptures	5,900	5,900
Fall Décor	-	814
Streetscape Amenities	-	-
Power Washing	-	-
Mainstreet Marketing Plan	-	-
Community Art Enhancement	-	15,000
Pocket of Perception (student art project)	-	-
Art Month	-	-
Jazz on the Ave	55,995	50,864
Tunes at noon	-	4,858
Movies in the Park	-	1,774
Shop Small	-	9,735
Restaurant Week	-	12,465
Other Community Development	55,907	11,726
Website - Constant Contact	340	-
Website Hosting & Domain Reg	290	1,020
Fall Promotions	-	-
City Hall Park Events	-	-
Holiday Promotions (Holiday Open House, Santa, Events)	-	-
Eastborn Clean UP	-	-
Community Promotion (Mobile App)	1,236	-
Big Read	-	-
Chamber of Commerce Scavenger Hunt	-	-
Bike Dearborn	-	-
Sponsorships	-	-
Social Media Promotions Total	-	34,682
Holiday Décor and Installation Total	16,500	20,646
Total Downtown Development	170,429	281,963

FY2019		
	\$ 1,166,417	
	3,870	
	57,340	
	(3,068)	
	(236,272)	
	(440,771)	
	\$ 547,517	

\$ 94,126

\$ 177,035

FY2019				
Adopted	Amended	Actual	Budget	Budget
Budget	Budget		(Encumbered)	Remaining

475,250	475,250	464,099	-	11,151
100	263,008	-	(153,978)	109,030
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
10,000	40,000	-	-	40,000
11,500	10,956	-	-	10,956
-	-	-	-	-
-	-	-	-	-
30,000	7,760	-	-	7,760
526,850	796,974	464,099	(153,978)	178,897

20,000	6,041	352	(1,458)	4,231
-	1,552	1,552	-	-
65,000	116,500	17,710	(33,829)	64,961
5,600	5,600	5,600	-	-
24,000	24,000	12,000	-	12,000
4,250	4,250	-	(2,625)	1,625
1,000	1,000	-	-	1,000
5,000	5,000	-	(800)	4,200
3,200	3,200	1,125	-	2,075
12,000	12,000	11,775	(225)	-
60,000	60,000	45,520	(7,423)	7,057
72,840	72,840	9,714	(3,674)	59,452
-	-	-	-	-
10,000	10,000	9,756	-	244
7,500	7,500	7,500	-	-
30,000	45,000	25,456	(15,653)	3,892
6,000	6,000	-	-	6,000
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
20,000	20,000	-	-	20,000
5,000	8,000	8,000	-	-
5,000	5,000	4,480	-	520
56,000	56,000	48,636	-	7,364
6,000	6,495	6,495	-	0
4,000	4,000	2,110	-	1,890
6,500	6,500	4,581	(4)	1,916
20,000	20,000	15,391	(500)	4,109
-	2,405	2,405	-	(0)
230	230	226	-	4
1,000	1,000	534	-	466
500	592	592	-	(0)
3,500	3,500	-	-	3,500
3,000	6,718	8,187	(156)	(1,625)
1,500	1,500	-	-	1,500
-	1,197	1,197	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
34,250	34,250	12,000	(3,425)	18,825
17,500	17,500	17,256	-	244
458,620	523,620	250,893	(66,345)	206,382

PLANNING & ADMINISTRATION	FY2017	FY2018
	Audited	Audited
	Actual	Actual
Insurance & Bonds	1,370	3,255
Audit Services	694	772
Building Rental	24,740	25,000
Cleaning	1,800	1,800
Office Security	300	150
Directors Expenses:		
Salary, Wages, & Benefits	72,468	55,573
DDA Director	-	-
Operations Manager	-	-
Design and Planning Manager	-	-
Event Manager	-	7,075
Communications Manager PR Firm	15,000	30,064
Unemployment Compensation		
Office Expenses	3,437	5,575
Reference Materials	28	28
Memberships	663	413
Postage	-	4
Phone	1,240	720
Total Directors Expenses	92,836	99,452
Licenses, Fees & Permits	-	-
Debt Service Fees (Utilities)	502,757	536,989
Total Planning, Administration and Directors Expenses	121,740	130,429
Total Expenditures	\$ 1,261,639	\$ 1,451,257

FY2019				
Adopted	Amended	Actual	Budget	Budget
Budget	Budget		(Encumbered)	Remaining
4,110	4,110	3,078	-	1,032
763	763	763	-	-
11,000	11,010	8,198	(2,813)	(1)
900	900	675	(225)	-
-	-	-	-	-
-	544	543	-	1
48,000	48,000	34,674	(1,570)	35,791
30,950	30,950	18,715		
12,000	12,000	5,900		
17,100	17,100	11,400		
40,000	40,000	28,893	(11,107)	1
	7,240	-	-	7,240
10,200	10,190	1,577	-	8,613
100	100	-	-	100
1,190	1,190	513	-	677
100	100	154	-	(54)
850	850	74	(235)	541
160,490	168,264	102,442	(12,912)	52,910
300	300	-	-	300
1,250	1,250	-	-	1,250
177,263	185,047	115,156	(15,949)	53,941
\$ 1,164,283	\$ 1,507,191	\$ 830,148	\$ (236,272)	\$ 440,770

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Business Incentives Program

Date Adopted:

Motion by:

Seconded by:

WHEREAS: The EDDDA and WDDDA are committed to promoting the downtown districts by aiding in efforts to address vacancies, beautification, and attraction within the districts; and

WHEREAS: The EDDDA and WDDDA seek to establish the Open Door Dearborn business incentive to recruit businesses to Downtown Dearborn and improve the appearance of the districts through storefront and business rehabilitation and expansions; therefore be it

RESOLVED: The WDDDA adopts the Open Door Dearborn Business Incentive Program in conjunction with the EDDDA to revitalize Downtown Dearborn, subject to review and approval by Corporation Counsel; be it further

RESOLVED: The WDDDA agrees to financially invest in the Open Door Dearborn Incentive Program annually as budgets permit and adopted by the WDDDA; be it further

RESOLVED: The WDDDA will review and authorize funding to applicants on a case-by-case basis.

Yes:

No:

Abstained:

Absent:

Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Open Door Dearborn Business Incentives Program

Date Adopted:

Motion by:

Seconded by:

WHEREAS: The EDDDA and WDDDA are committed to promoting the downtown districts by aiding in efforts to address vacancies, beautification, and attraction within the districts; and

WHEREAS: The EDDDA and WDDDA seek to establish the Open Door Dearborn business incentive to recruit businesses to Downtown Dearborn and improve the appearance of the districts through storefront and business rehabilitation and expansions; therefore be it

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RESOLVED: The EDDDA agrees to financially invest in the Open Door Dearborn Incentive Program annually as budgets permit and adopted by the EDDDA; be it further

RESOLVED: The EDDDA will review and authorize funding to applicants on a case-by-case basis.

Yes:

No:

Abstained:

Absent:

Adopted:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

DDDA's Office Supplies

Date Adopted:
Resolution by:
Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority ("EDDDA") and West Dearborn Downtown Development Authority ("WDDDA") executed a contract ("Contract") with POW! Strategies, Inc. ("POW"), for executive management services through December 31, 2019; and

WHEREAS: The POW! Strategies team manages the DDDAs' office per the contract for daily operations of the DDDAs, its meetings and events; and

WHEREAS: The costs of office supplies necessary for the DDDAs' operations, including but not limited to toner, copy paper and nametags is estimated to cost no more than \$850 through the duration of the POW! Strategies contract ending December 31, 2019; therefore be it

RESOLVED: The WDDDA authorizes amending the contract with POW! Strategies, Inc. allocating up to \$850 until the end of December 31, 2019, to be reimbursed to POW! Strategies, Inc. for office supplies in the DDDAs' office, split evenly with the EDDDA.

Yes:
No:
Abstained:
Absent:
Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

DDDA's Office Supplies

Date Adopted:
Resolution by:
Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority ("EDDDA") and West Dearborn Downtown Development Authority ("WDDDA") executed a contract ("Contract") with POW! Strategies, Inc. ("POW"), for executive management services through December 31, 2019; and

WHEREAS: The POW! Strategies team manages the DDDAs' office per the contract for daily operations of the DDDAs, its meetings and events; and

WHEREAS: The costs of office supplies necessary for the DDDAs' operations, including but not limited to toner, copy paper and nametags is estimated to cost no more than \$850 through the duration of the POW! Strategies contract ending December 31, 2019; therefore be it

RESOLVED: The EDDDA authorizes amending the contract with POW! Strategies, Inc. allocating up to \$850 until the end of December 31, 2019, to be reimbursed to POW! Strategies, Inc. for office supplies in the DDDAs' office, split evenly with the WDDDA.

Yes:
No:
Abstained:
Absent:
Adopted:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Essential IT Web Services

Date Adopted:
Resolution by:
Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) promotes its districts and provides resources to the community and businesses through its collaborative Downtown Dearborn website; and

WHEREAS: The EDDDA and WDDDA wishes to continue a contract with Essential IT to provide email, web hosting and web maintenance services for Downtown Dearborn for an 18-month period from January 2019- June 2020 for a total of \$1602.00, split evenly; therefore, be it

RESOLVED: The WDDDA allocates \$267.00 to Essential IT for web hosting, maintenance and email address services from January 1- June 30, 2019 for FYE 2019; be it further

RESOLVED: The WDDDA allocates \$534.00 to Essential IT for web hosting, maintenance and email address services from July 1, 2019- June 30, 2020, subject to review and approval by Corporation Counsel.

Yes:
No:
Abstained:
Absent:
Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Essential IT Web Services

Date Adopted:
Resolution by:
Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) promotes its districts and provides resources to the community and businesses through its collaborative Downtown Dearborn website; and

WHEREAS: The EDDDA and WDDDA wishes to continue a contract with Essential IT to provide email, web hosting and web maintenance services for Downtown Dearborn for an 18-month period from January 2019- June 2020 for a total of \$1602.00, split evenly; therefore, be it

RESOLVED: The EDDDA allocates \$267.00 to Essential IT for web hosting, maintenance and email address services from January 1- June 30, 2019 for FYE 2019; be it further

RESOLVED: The EDDDA allocates \$534.00 to Essential IT for web hosting, maintenance and email address services from July 1, 2019- June 30, 2020, , subject to review and approval by Corporation Counsel

Yes:
No:
Abstained:
Absent:
Adopted:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2019 National Main Street Conference Additional Funds

Date Adopted:
Resolution by:
Seconded by:

WHEREAS: The National Main Street NOW Conference was held March 24-March 28, 2019, in Seattle, WA, and the WDDDA and EDDDA Board of Directors sent one board member, and the DDDAs' Executive Director; and

WHEREAS: The conference costs for the DDDAs' Executive Director are included in the contract with POW! Strategies, Inc.; and

WHEREAS: The WDDDA previously approved allocating \$2000 for one WDDDA board member's travel, lodging and registration costs associated with the Main Street NOW Conference 2019 and expense to Account #296-6100-911-58-10; and that all other out-of-pocket costs are the responsibility of the Board member or volunteer; and

WHEREAS: Director Sam Abbas paid the National Main Street Conference directly for his registration costs; and

WHEREAS: The costs of the conference registration, travel and accommodations were greater than anticipated; therefore be it

RESOLVED: The WDDDA allocates up to an additional \$900.00 to reimburse Director Sam Abbas for attending the National Main Street Conference on behalf of the WDDDA.

Yes:
No:
Abstained:
Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2019 National Main Street Conference Additional Funds

Date Adopted:
Resolution by:
Seconded by:

WHEREAS: The National Main Street NOW Conference was held March 24-March 28, 2019, in Seattle, WA, and the WDDDA and EDDDA Board of Directors sent one board member, and the DDDAs' Executive Director; and

WHEREAS: The conference costs for the DDDAs' Executive Director are included in the contract with POW! Strategies, Inc.; and

WHEREAS: The EDDDA previously approved allocating \$2000 for one WDDDA board member's travel, lodging and registration costs associated with the Main Street NOW Conference 2019 and expense to Account #297-6100-911-58-10; and that all other out-of-pocket costs are the responsibility of the Board member or volunteer; and

WHEREAS: Registration for Director J. Scott Saionz was paid directly by the EDDDA to the National Main Street Center; and

WHEREAS: The costs of the travel and accommodations were greater than anticipated; therefore be it

RESOLVED: The EDDDA allocates up to an additional \$700.00 to reimburse Director J. Scott Saionz for attending the National Main Street Conference on behalf of the EDDDA.

Yes:
No:
Abstained:
Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Farm to Table 2019 Point of Sale System

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The WDDDA, desires to host a Farm to Table event in May 2019, featuring local ingredients, chefs, and restaurant items to promote the district assets and businesses; and

WHEREAS: At the January 17, 2019 board meeting, the WDDDA Board authorized the expenditure of an amount not to exceed \$12,000 in expenditures from the Community Promotions/W. Village Commons Events budget #296-6100-911-51-00 for the production and promotion of the 2019 Farm to Table event with the service providers listed below; and

WHEREAS: The WDDDA does not have a point of sale system that would allow for the purchase of online tickets and silent auction items on-site; and

WHEREAS: The Dearborn Area Chamber of Commerce does have a point of sale system that could be used by the WDDDA with the agreement that the Chamber of Commerce will receive 5% of total sales for tickets and auction items paid through credit card processing system; additionally, WDDDA agrees to pay any fees associated with processing of payments incurred by processing company, therefore be it

RESOLVED: The WDDDA agrees to use the Chamber of Commerce's point of sale system and will give the Chamber 5% of total sales from tickets and auction items paid through credit card processing system and will cover the processing fees; and be it further

RESOLVED: The WDDDA authorizes the executive director to execute a contract on behalf of the WDDDA with the Dearborn Area Chamber of Commerce for use of the point of sale system, contingent upon review and approval by Corporation Counsel.

Yes:

No:

Abstained:

Absent:

Adopted:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Summer Banners 2019

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The WDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District, and that using street pole banners are an effective way to market and identify the district; and

WHEREAS: The WDDDA budgeted \$20,000 for general marketing and banners for FYE2019 and there is a need for lower-level street pole banners for the summer;

RESOLVED: That the WDDDA authorizes the expenditure up to \$3,000 for printing of Summer banners including pertinent costs of design, shipping and freight.

Yes:

No:

Abstained:

Absent:

Date:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Wagner Park Event Amenities 2019

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The West Dearborn Downtown Development Authority (WDDDA) organizes public events and activities to attract consumers to the district; and

WHEREAS: Wagner Park and the adjacent West Village Drive area is the new festival area for the WDDDA; and

WHEREAS: The WDDDA will be holding is 2019 summer events in Wagner Park and the adjacent West Village Drive area and has a need for event amenities such as bistro tables, adirondack chairs, games, portable carts and barricades; and

RESOLVED: The WDDDA authorizes an amount not to exceed \$15,000 for FYE2019 for the purchase of bistro tables, adirondack chairs, games, portable carts and barricades; be it further

RESOLVED: The WDDDA Board authorizes the Executive Director to enter into contracts with bistro table, adirondack chair, gaming, portable cart and barricade providers, subject to review and approval by Corporation Counsel.

Yes:

No:

Abstain:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Farmers & Artisans Market_Service Providers Amendment 2019

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The WDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District; and

WHEREAS: The WDDDA authorized a budget of \$25,540 in expenditures, \$23,500 in income for the Farmers & Artisans Market, and specific service providers for the event at its January 17, 2019 Joint DDDA Board meeting; and

WHEREAS: Since the January 17, 2019, Joint DDDA Board meeting, entertainment service providers for the Farmers & Artisans Market have been secured; therefore, be it

RESOLVED: The WDDDA Executive Director is authorized to execute contracts on behalf of the WDDDA with the amended list of companies below for Dearborn Farmers & Artisans Market, subject to review and approval by Corporation Counsel:

Vendor	Purpose	Amount
Taste the Local Difference	Advertisement- magazine	\$ 100.00
Edible WOW LLC	Advertisement- magazine	\$ 1,700.00
Michigan Agritourism Association	Advertisement- magazine	\$ 125.00
Bewick Publications	advertisement- newspaper	\$ 300.00
Beshara Printing	posters- 100 & yard signs & brochure	\$ 710.00
Ann Arbor Symphony Orchestra	opening day entertainment	\$ 300.00
Gary Niemenski	musical entertainment at the market	\$ 540.00
Amy Loskowski	musical entertainment at market	\$ 1080.00
Robin Horlock	musical entertainment opening day	\$400.00
Dearborn School of Music	musical entertainment at market	\$ 405.00
Jimmy's Party Rentals	bounce house	\$ 300.00
PostNet	printing of market bags & A frame signs	\$ 1400.00
Essential IT, LLC	web hosting and maintenance/updates	\$ 720.00
Malko Media	banners- over the street & market tents	\$ 1,375.00

Michigan Farmers Market Assoc. (MIFMA)	Dues for membership- advertisement	\$200.00
Nickel & Saph	Insurance	\$1500.00
Facebook via POW! Strategies	Social Media	\$500.00
Brendels Septic	Portajohns	\$1929.00

Yes:

No:

Abstained:

Absent:

Adopted:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Tunes at Noon at Wagner Place 2019_Service Providers Amendment

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The WDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District; and

WHEREAS: The Tunes at Noon at Wagner Place events sponsored by the WDDDA is being created to provide entertainment during the afternoon to employees of Wagner Place, surrounding businesses, and the community; and

WHEREAS: The WDDDA authorized a budget of \$6,620 in expenditures for the 2019 Tunes at Noon at Wager Place events with specific service providers identified not including the entertainment, tent supplies and additional directional signage; and

WHEREAS: Since the January 17, 2019, Joint DDDA Board meeting, the entertainment service providers have been secured and the need for tent supplies and additional directional signage was identified; therefore, be it

RESOLVED: The WDDDA authorizes the Executive Director to execute contracts on behalf of the WDDDA with the amended list of companies below for Tunes at Noon, subject to review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Sound (optional)	KLA	\$ 2,675.00
Various Performers	Gia Warner	\$425.000
	Amy Loskowski	\$400.00
	Dearborn School of Music	\$400.00
	Steven Tyler	\$400.00
	Free2B Music Ministries	\$400.00
	Robin Horlock	\$400.00
Event Supplies via Jean Smith	purchase of 10x10 tent for entertainers	\$100.00
Malko Media	stage banners and additional directional	\$ 500.00

	signage	
Beshara	Printing - Posters/Brochure	\$320.00
Facebook via POW! Strategies	Social Media	\$600.00

Yes:

No:

Abstained:

Absent:

Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Trash Receptacles 2019

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) wishes to advocate and promote a clean, safe and attractive downtown by repairing and purchasing and installing trash receptacles throughout the district; and

WHEREAS: The EDDDA Design/EV Committee identified the need for at least twenty-five (25) trash receptacles throughout the district; and

WHEREAS: The EDDDA intends to partner with the POP Team through the Dearborn Community Fund to design artistic sign wraps around new trash receptacles for the district; and

WHEREAS: It is estimated to cost \$1,000 per trash receptacle for artist fees, trash receptacles and sign wraps; and

RESOLVED: The EDDDA authorizes an amount not to exceed \$10,958 from the Streetscape Amenities budget line item for FYE2019 for the purchase of trash receptacles, POP Team artist fees and sign wraps; be it further

RESOLVED: The EDDDA Board authorizes the Executive Director to enter into contracts with a trash receptacle provider, Dearborn Community Fund and a signage provider, subject to review and approval by Corporation Counsel.

Yes:

No:

Abstain:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Eastborn Neighborhood Clean-Up

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The EDDDA annually sponsors the Eastborn Neighborhood Clean-Up as a way to support beautification within the district; and

WHEREAS: The EDDDA recognizes the value in community involvement in district maintenance; therefore be it

RESOLVED: The EDDDA approves an amount up to \$1500 from the Community Promotions budget account 297-6100-911-51-00 in support of the 2019 Eastborn Neighborhood Clean-Up Efforts in the EDDDA district. .

Yes:

No:

Abstained:

Absent:

Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Memorial Day Parade 2019 Sponsorship

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The EDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District; and

WHEREAS: The annual Memorial Day Parade is an important event honoring those who have served in the armed forces that brings visitors and community members within the area to the district; and

WHEREAS: The EDDDA recognizes the importance of the Memorial Day Parade that starts in the EDDDA district and travels west towards the Veterans Memorial, and the EDDDA has been a longtime financial supporter of the event to market the district; therefore be it;

RESOLVED: The EDDDA approves an amount of \$500 from the Community Promotions budget account 297-6100-911-51-00 in support of the 2019 Memorial Day Parade to be held May 27, 2019; and further be it

RESOLVED: The EDDDA authorizes the Executive Director to issue a funds transfer for the \$500 to the Department of Public Information in support of the 2019 Memorial Day Parade.

Yes:

No:

Abstained:

Absent:

Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Music in the Park 2019_Service Providers Amendment

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The EDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District; and

WHEREAS: The Music in the Park events sponsored by the EDDDA has been newly created to replace Tunes at Noon with the goal to bring visitors to the District and promote local entertainment; and

WHEREAS: The EDDDA authorized a budget of \$6,620 in expenditures for the 2019 Music in the Park events with specific service providers; and

WHEREAS: Changes to the entertainment service provider has been modified due to conflicts with the previous provider; therefore, be it

RESOLVED: The EDDDA authorizes the Executive Director to execute contracts on behalf of the EDDDA with the amended list of companies and amounts below for Music in the Park, subject to review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Denguhlanga Julia Kapilango	Booking agent services	\$ 4,000.00
Malko Media	stage banners and directional signage	\$ 500.00
KLA Laboratories Inc.(as needed)	sound system & staffing	\$ 1,000.00
Beshara	Printing - Posters/Brochure	\$320.00
Facebook via POW! Strategies	Social Media	\$ 600.00

Yes:

No:

Abstained:

Absent:

Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Spring & Fall Perennial Exchange 2019_Spring Speaker Service Provider

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The EDDDA and WDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District; and

WHEREAS: The EDDDA and WDDDA Promotions and Organization Committee have recommended hosting and coordinating a spring and fall Perennial Exchange each year in both downtown districts to increase engagement in open spaces in Downtown Dearborn; and

WHEREAS: At their January 17, 2019, Joint DDDA Board meeting, the EDDDA and WDDDA approved a budget up to \$2,060 in expenditures and \$900 in income for the Spring and Fall Perennial Exchange to be shared equally between the EDDDA and WDDDA, and authorized specific service providers for the events; and

WHEREAS: At the January 17, 2019, Joint DDDA Board meeting, speakers for the Spring and Fall Perennial Exchange had not yet been identified; and

WHEREAS: Since the January 17, 2019, Joint DDDA Board meeting, Geoff Dickens has been secured as the speaker for the Spring Perennial Exchange at City Hall Park; therefore, be it

RESOLVED: The EDDDA authorizes the Executive Director to execute a contract with Geoff Dickens in an amount of \$100 on behalf of the EDDDA for the Spring Perennial Exchange, subject to review and approval by Corporation Counsel.

Yes:

No:

Abstained:

Absent:

Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Jazz on the Ave 2019_Amendment

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The EDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District; and

WHEREAS: The Jazz on the Ave events provided by the EDDDA has been successful in bringing visitors to the District and growing in numbers each year; and

WHEREAS: The EDDDA authorized a budget of \$54,690 in expenditures for the 2019 Jazz on the Ave events with revenue anticipated of \$10,000 at its January 17, 2019 meeting; and

WHEREAS: In an effort to reduce costs per the FYE2020 approved budget recommendations, the EDDDA Executive Committee recommends eliminating \$2500 in advertising costs with local newspapers; therefore let it be

RESOLVED:

1. That the EDDDA obligates \$52,460 from the Community Promotions Budget # 297-6100-911-51-00 to fund the event costs for the 2019 Jazz on the Ave events; and
2. The EDDDA Executive Director is authorized to execute contracts on behalf of the EDDDA with the amended list of companies below for Jazz on the Ave, subject to review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Hi Falutin Music!	booking agent services	\$ 42,500.00
Jokers Entertainment	Face painter, balloon twister	\$ 1,000.00
Brendals	Porta Potties	\$ 2,290.00
KLA Laboratories Inc.	sound system & staffing	\$ 2,500.00
Recreation	stage set up and tear down	\$ 750.00
Beshara	Printing - Posters/Brochure	\$320.00

Facebook via POW! Strategies	Social Media	\$600.00
Nickel & Saph (estimated)	Insurance	\$2500.00

Yes:

No:

Abstained:

Absent:

Adopted:

SUPPORTING MATERIALS



[Home](#) > [Portable Barrier System](#)

Portable Barrier System

Parent SKU: TCC-02



★ REVIEWS

★★★★★ 5
Reviews

~~\$189.85~~
Sale Price
\$150.85



Porta
Barrie
Syste
Fenci
Kit

~~\$311.85~~
**Sale
Price**
\$248



Barrie
Sheet
-
One
150
ft.
Roll

~~\$124.8~~
**Sale
Price**
\$98.1



[Home](#) > **Portable Crowd Barriers**

Portable Crowd Barriers

Parent SKU: TCC-04



★ REVIEWS



★★★★★ 9

Reviews

~~\$117.85~~
Sale Price \$93.85



Usually Ships In 3-5 Days

DESCRIPTION

SPECIFICATIONS

REVIEWS

DOCUMENTATION

Description

Reflective sheeting makes these barriers visible - day and night.

- Material: Blow-molded HDPE
- Length (1 barrier): 6.5 ft.
- Lightweight, easy-to-handle and quick to set up

Assembly Information

Traffic Safety Store

Yodock 2001MB Barrier



\$330.00	\$330.00	\$330.00
\$360.00	\$345.00	
each	each	each
Quantity	Quantity	Quantity
1-24	25-49	50+

IN STOCK - SHIPS IMMEDIATELY



Description ^

The Yodock® 2001MB barricade is a plastic, water-fillable Longitudinal Channelizing Device (LCD) which can be used for traffic or pedestrian channelization, road & street closures, or perimeter fencing for construction job sites. Fence panels extend up 66" from the top of the barricade and are 71" in width. Yodock water barricades may be deployed empty, or full of water or sand. Light enough to be set up without heavy equipment they can be positioned in place by hand. The Yodock 2001MD is 6' long, 18" wide, and 32" high. Empty weight is approximately 85 lbs and full of water the Yodock 2001MB weighs approximately 900 lbs. Traffic Safety Store has these units in stock for immediate delivery.

Yodock 2001MB Barrier

The Traffic Safety Store is known as the leading supplier of traffic safety equipment, and we are proud to offer the Yodock 2001MB Barrier to our customers. Made from high-quality materials, this water-filled longitudinal channelizing device is ideal for both pedestrian and traffic channelization, road, and street closures, as well as perimeter fencing for vertical construction.

Assembly and installation are straightforward, as all you have to do is attach the barricades end-to-end using a plastic coupler and you could either deploy it as is or fill it with water for added stability



JOHN B. O'REILLY, JR.
MAYOR

CITY OF DEARBORN

Home Town of Henry Ford

DEPARTMENT OF PUBLIC INFORMATION
MARY LAUNDROCHE, DIRECTOR

April 11, 2019

Cristina Sheppard-Decius
East Dearborn Downtown Development Authority
13615 Michigan Ave. Building B, Suite 2
Dearborn, MI 48126

Dear Ms. Sheppard-Decius:

On behalf of the Dearborn Allied War Veterans Council (DAWVC) and the City of Dearborn, it is my honor to invite the East Dearborn Downtown Development Authority to once again be part of Dearborn's annual Memorial Day Parade.

This year will mark the 95th annual Memorial Day Parade in Dearborn. The parade will run west along Michigan Avenue from Schaefer to end at the Veterans Park in front of Henry Ford Centennial Library.

The City of Dearborn and the Dearborn Allied War Veterans Council will once again honor those who paid the ultimate sacrifice of their lives while in service to our country. We will also recognize all those who served. This year's parade theme will focus on Gold Star Families. These are families who lost loved ones in combat.

The East Dearborn Downtown Development Authority can be among the contributors that allow us to present our usual outstanding parade and solemn ceremony. I am asking that you consider a \$500 donation to the 2019 parade in keeping with your tradition of supporting community events. In turn, you will be listed as a sponsor in appropriate parade publicity materials.

Please let us know if you are able to contribute by contacting me at 313-943-2322 or via email at mlaundroche@ci.dearborn.mi.us by April 30. If you are able to commit, we would respectfully request your check by May 20. It may be made out to:

**City of Dearborn-Memorial Day Parade
Department of Public Information
16901 Michigan, Suite 16
Dearborn, MI 48126-2927**

Thank you for your continued support of our veterans.

Sincerely,

Mary Laundroche
Director of Public Information

DOWNTOWN DEARBORN

EVENT MANAGEMENT NOTES

MARCH/ APRIL 2019

Upcoming Events to start working on:

- Martian Marathon-
 - Have secured most of the same businesses from last year
 - Working on flier to send to printer by this Friday
 - Have received all martians-
 - Need help with distributions? Volunteers?
- Ladies Night
 - Met with Chris & Linda
 - Baileys has confirmed participation- gathering vendor's
 - Linda from Bamboozles has agreed to partner with us. I sent out letter and have received 5 application
 - Secured sponsors to date:
 - Century 21 Curran & Oberski- working on amount
 - Om Spa/ West Village OBGYN- \$500
 - Steven Bernard- waiting to find out how much
 - So far have about half dozen businesses confirmed for the West
 - Spoke with Eric Peterson- scheduling a 13 and 7 passenger city bus for the evening for shuttle services

*Farm to Table

- Date has been set for Saturday June 15th
- HFC has confirmed June 15th availability for music.

- Waiting to hear back from Eric- culinary supervisor on availability for platers/servers.
- Updated sponsorship package- beginning stages of planning
- Reaching out to everyone that wanted to participate last fall
 - Sponsors for tents, music, equipment, food
 - Location- still TBD

*Spring Perennial Exchange

- Secured one speaker so far
- Working with designer to update flier- getting ready to send to printer
- FB event is live

*Kids Day on the Commons

- Gail & Rice has secured all additional entertainment
- Confirmed: Pebbles the Clown, Ann Arbor Symphony
- Booking: Still waiting on invoices
 - Bounce House,

- Movies in the Park & at WP- have got the movies booked
 - Movies in the Park
 - Aquaman
 - Spiderman
 - Movies at Wagner Place
 - Bumblebee
 - How to Train Your Dragon
 - The movie screen is not available for two of the dates, looking at other vendors for the other two dates.
- DFM
 - Sent out vendor applications- have about 20 vendors booked so far
 - Sent out booking email for market entertainments- all entertainment is booked

- Booking request sent out for Ann Arbor Symphony, bounce house
- Working on sponsorships currently
 - Have sent the Beaumont proposal-
 - Spoke to Racha from Jack Demmer Ford- interested in DFM sponsorship- working on Music sponsorship
 - Letters sent to previous years sponsors-
 - Glass Academy has come back as a sponsor
 - Waiting for their board meetings for approval Kiwanis, Rotary
 - Reached out to Meemic Insurance- came in late last year
 - For signage
 - Sent out app on
 - FarmMrkLind- MSU site for recruitment
 - Several eblasts
 - Starting recruiting
- Sent out:
 - Times Herald- ad in progress
 - Meeting with Robb Harper/ Edible WOW this Friday to place add and book cooking demos
 - One cooking demo secured so far
- Have ads in both Michigan Farm Fun & Taste the Local Difference
- Website has been updated with all current dates, applications, photos, all events
 - Will be sending schedule of chefs & kids day vendors to be updated ASAP
- Over the street banners have been ordered- currently being created- will be hung out by end of April
- Booking:
 - For opening day:
 - Ann Arbor Symphony for opening day/ kids day

- HFC entertainment
- Summer Music
 - FNMFR- Gail & Rice
 - Have Kalido booked
 - Confirmed both Fun House and The Square Pegs for other 2 dates- working on contracts
 - Bookings requested for bounce house
 - Tunes at Noon
 - Have 2 of the dates booked, waiting on responses from other entertainers
 - Music in the Park
 - Obtained promoter Julia D. from Art Space to organize the entertainment for Music in the Park- met and she is planning on doing a Techno Theme
 - Jazz on the Ave
 - Currently working with Alexander
 - Processing new bands
- **Beer Crawl with Spike from - this fall**
- **Volunteer/ Event Chair Needs**
 - Music in tiHeartMedia 95.5 FM
 - DFM- would love to have someone help out with the Farmers Market-
 - We typically have interns that help out at the market, however we could use help with:
 - Sponsorship recruitment- currently have 4 solid returning
 - Music Sponsor
 - Cooking Demo Sponsor
 - Signage Sponsor
 - Volunteer Management
 - Recruit and organize volunteers

- Vendor recruitment- take application to markets and recruit new vendors for market

DEARBORN BIKE SHARE MEETING

March 28, 2018

10:00am

Attendance: Dave, Tim, Tamika, Ellen, Steve, George, Marc (by phone), Patrick (by phone), Karl (by phone).

AGENDA

- I. 2019 Plans, Stations & Other Amenities
 - A. Installation Schedule for New Locations – Early April
UofM Dearborn Locations: Union (near Zip Cars); University Center; and Fairlane Center
 - Website goes live today.
 - Poured 3 new concrete pads. 1/3 of deliveries completed. 2 coming next week.
 - Install team on campus April 8th.
 - B. Location Announcements/Coordination
UofM D press release

Share/Tag Zagster, UofM_D, Downtown Dearborn and Bike Dearborn
#BikeDearborn

Student Government Healthy Lifestyles Day – Mid-April
 - Help from the City: Promotion! Use press release from last year as example.
Promote students going into the city from campus, but also promote others visiting campus.
 - C. Coordination of Moving Station in EDDDA – Dave coordinate with DPW
 - Still working with DPW. Scheduling around their Spring Work.
 - D. Other Locations & Sponsors?
 1. Fairlane Town Center (radius restrictions?) near food court – status of Partnership? Might be interested in up to 3 stations.
 2. Warren/Dix – Provide Steve H. heat map – determine locations
 - Looking near Warren and Schaefer but need space.
 3. Wagner Place? Road linkages needed – Jeff P status?
 - E. MMTP/Bike Network Update – www.walkbike.info/dearborn
 - F. Scooters – Spin – Ford/Zagster follow up?
 - Education needs on scooter etiquette so they are not left out and blocking sidewalks.

- G. Adaptive Bikes – Healthy Dearborn follow up?
- Looking at grants to fund. Gap in our system we are working to fix.
 - City bike lanes will be wide enough for adaptive bikes.
 - UM- Dearborn interested and would like to collaborate on these.

II. Marketing & Membership

- A. Connecting the Dots:
1. Marketing that Coordinates with Henry Ford to partner with students to go to HF, Union, Downtown and Fairlane; Cristina to Set Up a Separate Meeting to Discuss
 2. SMART Student Rate
 3. Detroit Connector open to public - \$6 rides – share on social
- B. Walk N Roll Ride May 1
- Meeting @ hospital on Oakwood.
 - Weekly bike rides through city. Slow, family friendly, 5-7 miles.
- C. Karl had taken on a new role at Zagster. Moving forward, Patrick will be Dearborn's contact person.

Bikedearborn = ½ off annual membership INSTEAD: Offer people ½ who join by a certain day.
bikemonth = 1 free ride (used in eblast and social for the month of May)
visitdearborn = 1 free ride (used in our brochure rack card)
freeride = 1 free ride (used in conjunction with our hoteliers and Wagner Place employees)

DESIGN/EV COMMITTEE MEETING

April 3, 2019

2pm

- Develop a cultural plan- start the roll out between the summer and fall

Recruitment for businesses

- Mobile mapping- figure out where you are from based on your cell-phone using zip codes

Fordland- Jeff Lench new person in charge. He is looking to be involved, he wants the round table to be pushed to June.

Have property owners come in and talk about the vacancy issues. Information gathering discussion

Incentives: for owners: Christina making phone calls and will possible create an incentive if needed. Ask a few questions during the initial phone call.

Talk about new incentives and talk about things business owners would need, talk about foreign based code (Jeff from City Planning department to talk about this) advantages and disadvantages. Market reach information.

- People to consider inviting: Frank Monahan, Westborn Market, Bill White, Marty, owners of the Beaumont building.
- Possibly bring in info from other downtowns to help the dearborn business owners
- End of the meeting decide a date for the next
- Give dates and let them know different events that are scheduled
- Metromode- Roundtable June/ December

OpenDoor Dearborn

- Incentive program with multiple levels Level 1- upto 2,500, Level 2 upto 5,000, Level 3
- Business start-ups looks at the types of business that will be starting *note need to add a recreation type of business(i.e. bicycles) & coffee shops, high-in bakery, high-in lingerie
- What is the timeline for someone to apply(make it more open, as they come basis
- Applicants must describe what they plan to do: also must submit a business plan (level2) Jackie has a template that can be used by the businesses.
 - Also an interview or a pitch.
 - Reach out to motor city match/ Hatch to find out what they are requiring for the business owners.

Development Site Updates

- Results update given by the end of April
- Micro- Apartments
- 50-50 schaefer presented new design concepts at the last meeting

- Howard: waiting to see if they will go to the supreme court or if the supreme court will even accept the case
- More Funky businesses and more kid orientated businesses
- Trash cans with artwork:
 - Look into budget for it
 - Who will pick it up?
 - Reached out to Fordland to find out what they did? Waiting on reply

Wagner Park improvements

- New Tables and trailer portajohns
- Shelter for Farmers Market

Art Month

- Gallery Rally 10-4pm Saturday

Branding/Vision

- Meeting with Mayor and UM Dearborn Students
- Ondeck planning getting a meeting with the southwest business detroit
- Stormwater meeting

PROMOTIONS COMMITTEE

April 3, 2019

10:00am

Summer Events:

- Free comic book day April 23rd meeting,
 - there will be 8,000 comics given away
- Kids Days: All entertainers are booked
- Music in the park:
 - Brochures need to be out for print by April 15th
 - Need to know exactly what bands will be performing
- Tunes at Noon: July 16- August 20th
 - There are 2 confirmed and 4 pretty sure to be there
- Perennial Exchange:
 - Julia is the Speaker
 - Possible time change
 - Vendors and Sponsors are still needed
 - Reach out to Dearborn Garden club
- Ladies Night:
 - Post an event on social media with the vendors and sponsors
 - Get the ladies night flyers out
 - Shannon (channel 95.5) will broadcast for 2 hours from Omi Spa and will post information on her social media.
 - Have the businesses that are too far from foot traffic to possibly set-up tables at one of the event registration points
 - Create punch cards or sign-offs for the businesses to sign-off that they are going to each business. For the ladies that visit each place they would get an extra prize.
 - Steven Barnard will have gift certificates at the registration point
 - We need to get 2 blocks of solid promotion for East Dearborn
- Sidenote: Possible beer crawl event: Spike(channel 95.5) would like to participate need to reach out to the Detroit Bus Company to possibly plan the event.

Volunteers:

- Ellen plan a volunteer recognition event for volunteers in the fall
- Create a tracking system for hours that each volunteer works (possibly through a google form)

- Revamp the handbook to include detailed information as to what each volunteer would do and the times they would be needed.

** Tanner Freedman must have a list of all sponsors sent to them.

April 12, 2019

Dearborn City Brand Progress Report

APPLIED
STORY
TELLING for market advantage.©
ING



OCTANE

The brand team has achieved significant milestones in the brand development process to date.

With the discovery effort behind us, we can now proceed towards articulating a positioning and personality, two brand communications cornerstones.

In short order, we will commence development of visual assets. By summer, launch campaign planning should be underway, with the campaign slated to go live in the fall.

Introduction

- Materials Review
- Peer Audit
- Site Visits
- Stakeholder Conversations
- Weekly Status Meetings

1. Immersion



DEARBORN BRANDING SITE VISIT SCHEDULE

AUGUST 23 & 24, 2018

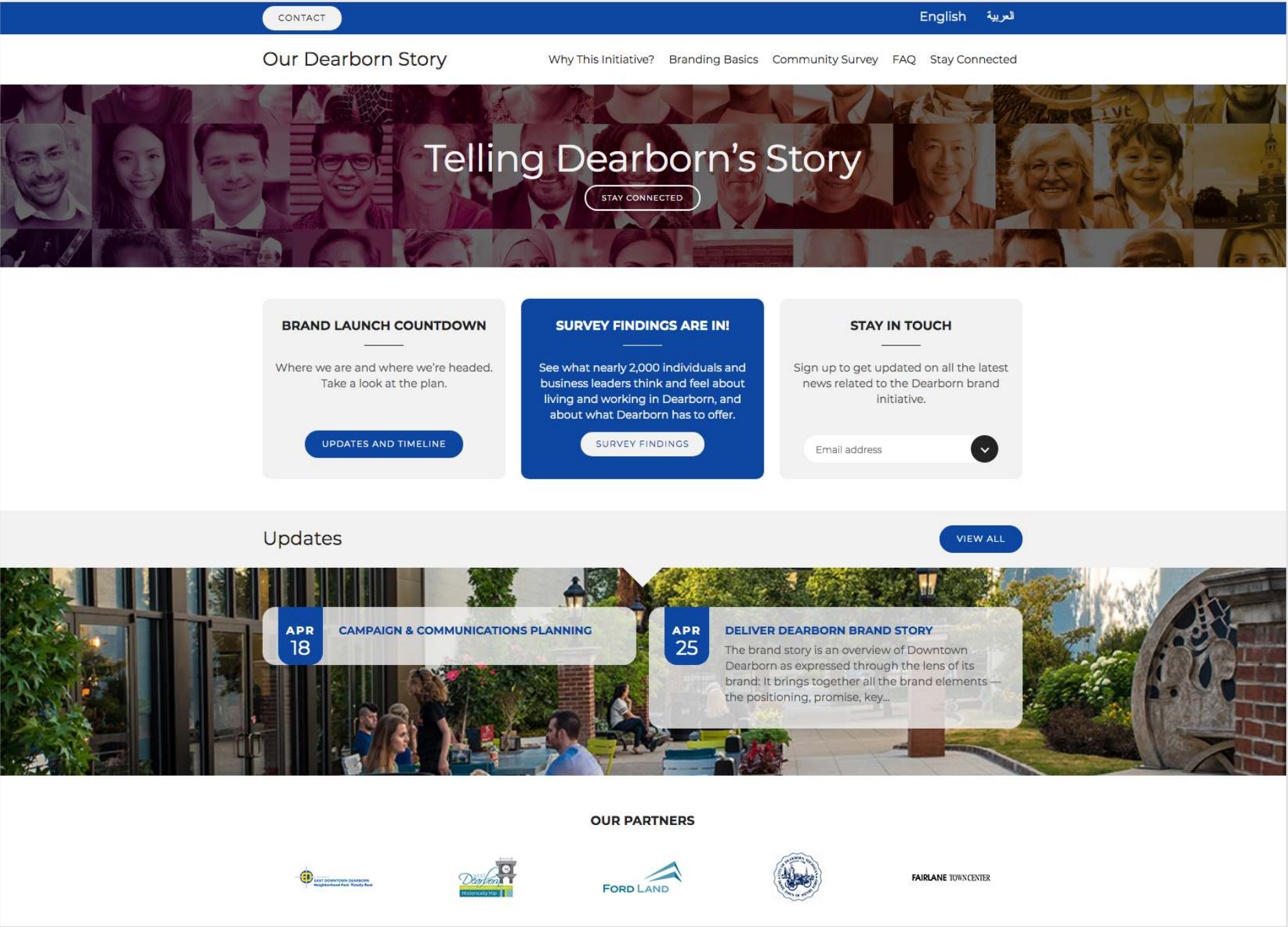
DAY 1 – THURSDAY, AUGUST 23

8:30AM	COMMON GRACE COFFEE COMPANY – Meet with Mayor Jack O'Reilly
9:30AM	WALKING TOUR (West Downtown)
10:00AM	DEARBORN AREA CHAMBER OF COMMERCE
10:00AM	Meet with Chamber and WDDDA Businesses and Board Members, and property owners
11:00AM	Meet with Neighborhood Associations, Community Organizations, DAIN/Churches, Service Clubs and Charities: Dearborn Rotary, Dearborn Outer Drive Kiwanis, Dearborn Optimist Club, etc. There is an umbrella group called the Dearborn <u>Interservice Club Council</u> – Tom <u>Laundroche</u> – President; Dearborn Board of Realtors
12pm	LUNCH @ AL-AMEER
2pm	THE HENRY FORD
4pm	ARTSPACE
4PM	Meet with EDDDA Businesses and Board Members
5PM	Meet with Residents of <u>Artspace</u> , <u>Georgetown Residents</u> , <u>Eastborn Neighborhood Association</u> , Dearborn Community Arts Council (Ralph Valdez Executive Director) / Dearborn Community Fund (<u>Emmajean</u>)
6pm	DINNER DOWNTOWN (M CANTINA) AND WALKING TOUR (East Downtown)



- Concepting
- Wireframing
- Content Development
- Arabic Translation
- Programming
- Public Launch

2. Project Web Site



- Press Conference
- Press/Public Information Kit
- Unveiling Web Site & Surveys

3. Public Launch



SAMPLE SOCIAL MEDIA POSTS

Share #BrandingDearborn to Your Friends, Neighbors, Colleagues and Customers.

While you are more than welcome to create your own social media posts, below are some examples and ideas to help you out. You can find the Branding Dearborn images at brandingdearborn.com/assets.



Facebook/Long Formats

1. Together we are creating the story that will build a strong brand for #Dearborn –be a part of the conversation? Take the survey and share your perspectives on #BrandingDearborn. Become eligible to win rewards! Learn more at www.BrandingDearborn.com.
2. Curious about the #BrandingDearborn initiative? Learn what it's all about at www.BrandingDearborn.com.
3. #BrandingDearborn starts with you! We want your input for a community-wide survey to learn about your thoughts, feelings and ideas about #Dearborn. Take the survey! www.BrandingDearborn.com
4. What's #Dearborn to you? My #Dearborn is (share a photo or comment of a place, experience, people or description). Tell us at www.BrandingDearborn.com #BrandingDearborn
5. I've taken the #BrandingDearborn survey! Did you? www.BrandingDearborn.com. Anyone who lives, works, does business or goes to school in #Dearborn really should!
6. Live, work or go to school in #Dearborn? Take 10 minutes to complete the Dearborn Individual Survey at www.BrandingDearborn.com and gain a chance to win rewards! #brandingdearborn
7. Hundreds of #Dearborn residents, business owners and students are sharing their perspectives on what makes #Dearborn special. Will you join them? Take the #BrandingDearborn survey at www.BrandingDearborn.com and gain a chance to win rewards.

- Survey Development
- Arabic Translation
- Graphic Design
- Community Distribution
- Incentives Program
- Analysis & Reporting

4. Community Surveys

Over 1900 individuals took the survey, with 1880 taking the English language version and 29 taking the Arabic version.*

- **Zip code:** 45% are from 48124 zip code; 18% from 48126; 15% from 48128; 5% from 48120. 17% listed their zip code as "other," with the most common responses being 48101, 48125, 48127.
- **Community role:** 74% of survey respondents are residents; 18% are students, 13% are parents of students, 12% are business employees, 11% are educators/school employees, 8% are visitors/consumers, and 4% listed their role as "other," for which the most common response was former resident.
- **Dearborn residency:** Of survey respondents who call themselves Dearborn residents, 36% have lived in Dearborn all their lives; 63% have not.
- **Length of Dearborn residency:** 4% have lived in Dearborn less than 2 years, 2-5 years: 7%; 6-9 years: 7% 10-19 years: 19%; 20-29 years: 19%; 30-39 years: 15%; 40+ years: 27%.
- **Age/Generations:** 26% of respondents are Millennials / Gen Z, 35% are Gen X, and 39% are Baby Boomers.
- **Education:** 30% have a Bachelor's degree, 32% have a graduate degree, 31% have some form of education past high school, but have not achieved a 4-year college degree.



WHAT'S DEARBORN TO YOU?

**TAKE
THE
SURVEY**

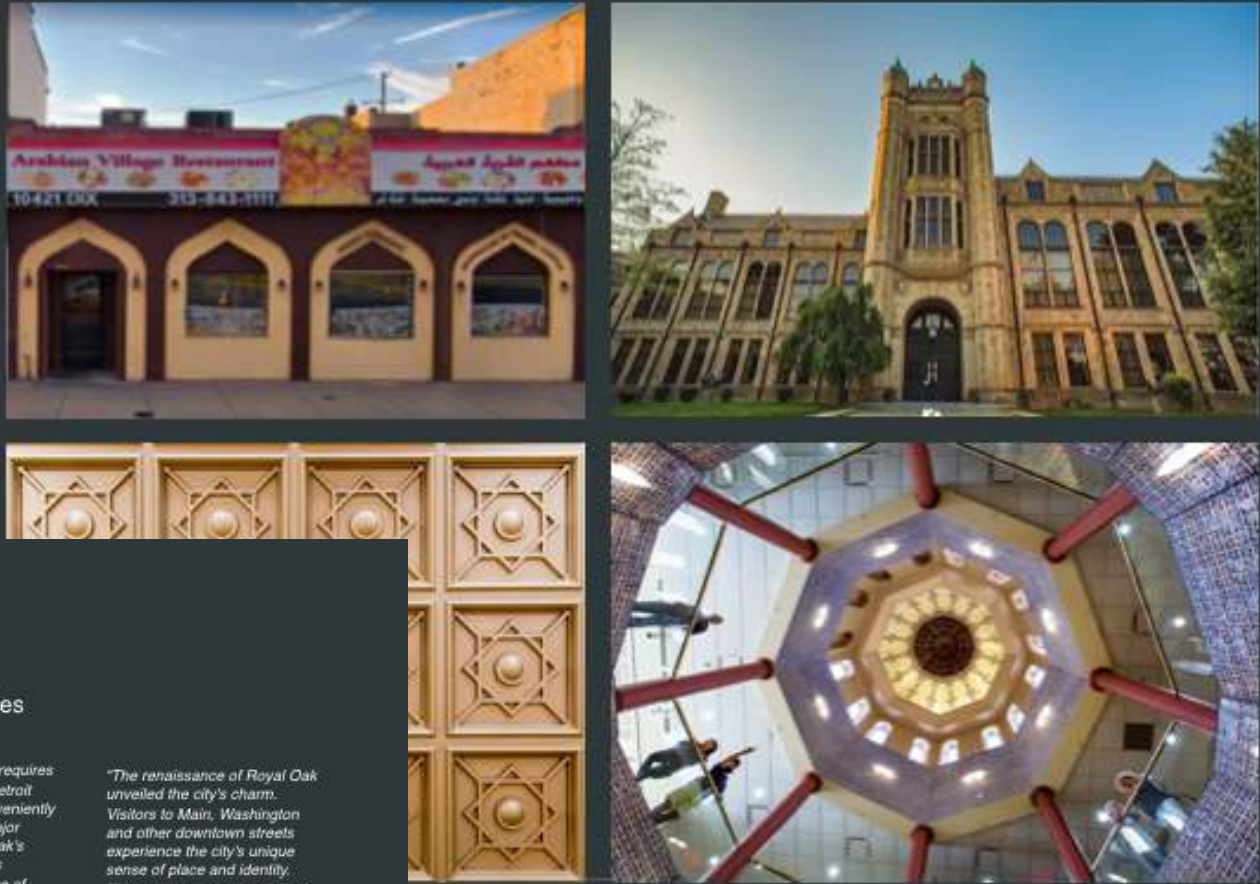
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BRANDINGDEARBORN.COM

- Planning & Outreach
- Competitive Review
- 25 Participants
- 6-Hour Session

5. Visioning Session

Visual Notebook 1



Royal Oak

- 15 miles from Detroit
- Population: ~59,000
- Tagline: Life Now Playing
- Promotes: Location, diversity, charming downtown, small town feel with metropolitan amenities



"The City of Royal Oak requires no introduction to the Detroit metropolitan area. Conveniently located near several major thoroughfares, Royal Oak's location is prime. This is evident in the steady rise of property values throughout the city. Royal Oak has maintained the appeal of a small town, while affording many of the amenities of a large metropolis. Because of its respect for diversity, the city's composition is truly eclectic. The population represents a diverse mix of individuals, age groups, incomes, and myriad of residential home styles."

"The renaissance of Royal Oak unveiled the city's charm. Visitors to Main, Washington and other downtown streets experience the city's unique sense of place and identity. This sentiment can be shared by pedestrians ambling along the downtown streetscapes that feature brick paving, street furniture, tree and flower plantings. It can be felt among patrons of the theaters, upscale restaurants, coffeehouses and distinctive shops. Visitors to downtown Royal Oak enjoy the pedestrian-friendly atmosphere and social interaction."

and hip," inviting and walkable downtown with lots of dining choices, arts shopping, better "young adult social scene," "quirky downtown "high-end dining."

Individual Exercise: Headlines from the Future

Write the headline you would like to see in the news in 2021 regarding milestone achievement for Dearborn.
What does success look like?

- Initial Draft, 2/14
- First Internal Review, 2/20
- Second Internal Review, 2/27

6. Findings & Recommendations

Takeaway 5

Character & Personality

Takeaways Summary 1

- **The State of the City:** Dearborn is seeing many positive developments poised to strengthen its appeal as a place to live, work and play.
- **Vision:** Stakeholders articulated a vision of Dearborn as one of the most desirable cities in the United States in which to live.
- **Key Audience: Millennials:** While Dearborn lacks the Millennial cool of, say, Royal Oak, it can make a strong appeal to Next Gen individuals today.
- **Key Audience: Millennials:** Stakeholder have identified a number of areas of need to address in strengthening Dearborn's Next Gen appeal.
- **Character & Personality:** Dearborn possesses a number of features and attributes that can be developed support a distinctive personality today.
- **Character & Personality:** To fully live up to its promise, Dearborn will need to address perceptions that it is lacking energy and lacking a vibe.
- **Assets & Amenities: Food:** Dearborn has a compelling food story to tell—but not one that relies on upscale dining to compete.
- **Assets & Amenities: Drink:** Dearborn's bar scene has a distinctive character that remains largely untapped—and that can set the stage for more to come.

accessible

connected

smart

creative

affordable

down-to-earth

authentic

having

welcoming

homey

sense of community

7. Socialize Findings

- Advisory Committee, 3/21
- Mayor's Office, 3/17
- U of M Student Council, 3/29
- City Council, 4/15
- Arab American Community Leaders, 5/
- Posted to BrandingDearborn.com



Next Steps

Brand Foundation

Phase 2: Brand Strategy
(4/1-4/30)

Develop Brand Platform & Key Elements:

- core
- positioning
- promise
- personality
- slogan/tagline

Phase 3: Narrative & Messaging
(4/1-4/30)

Write Brand Narrative

Develop Messaging

Visual System

Phase 4: Design System
(5/7-7/12)

Write Brand Narrative

Develop Messaging

Phase 5: Communications Planning
(6/3-6/28)

Work Session

Draft Plan & Finalize

Campaign Assets

Phase 6: Create Brand Campaign
(7/1-9/20)

Team Kickoff

Creative Brief

Design & Develop Materials

Thank You

APPLIED
STORY
TELL
ING



April 1, 2019

Dearborn City Brand
Takeaways 3.0

APPLIED STORY TELLING

for market advantage.©



Applied Storytelling and Octane are working with the Dearborn DDAs, the City of Dearborn, and other Dearborn community stakeholders to articulate a powerful, distinctive brand story for Dearborn.

This effort combines insights gained from a number of discovery efforts, including a stakeholder work session held in the Ford Community & Performing Arts Center on Friday, February 1, 2019.

Introduction

The following document presents an initial pass at takeaways from a six-hour work session with a diverse group of some two-dozen Dearborn community stakeholders on February 1, 2019.

Using guidance from this round, we will revise this document and further expand on its content to prepare it for sharing with community stakeholders.

On approval, this document will serve as the primary source of insight for developing the Dearborn brand.

“We need to align everyone’s message. All of our assets are important and all of our messages should be aligned.”

Dearborn Brand Visioning Work Session Participant
February 1, 2019

“We need to treat our issues as cosmopolitan rather than negative.”

Dearborn Brand Visioning Work Session Participant
February 1, 2019

Takeaways Summary

“How can we reinvent ourselves based on what we already have?”

Dearborn Brand Visioning Work Session Participant
February 1, 2019

Takeaways Summary 1

- **The State of the City:** Dearborn is seeing many positive developments poised to strengthen its appeal as a place to live, work and play.
- **Vision:** Stakeholders articulated a vision of Dearborn as one of the most desirable cities in the United States in which to live.
- **Key Audience: Millennials:** While Dearborn lacks the Millennial cool of, say, Royal Oak, it can make a strong appeal to Next Gen individuals today.
- **Key Audience: Millennials:** Stakeholder have identified a number of areas of need to address in strengthening Dearborn's Next Gen appeal.
- **Character & Personality:** Dearborn possesses a number of features and attributes that can be developed support a distinctive personality today.
- **Character & Personality:** To fully live up to its promise, Dearborn will need to address perceptions that it is lacking energy and lacking a vibe.
- **Assets & Amenities: Food:** Dearborn has a compelling food story to tell—but not one that relies on upscale dining to compete.
- **Assets & Amenities: Drink:** Dearborn's bar scene has a distinctive character that remains largely untapped—and that can set the stage for more to come.

Takeaways Summary 2

- **Assets & Amenities: Arts & Culture:** Dearborn has a compelling story to tell around arts and culture, with amenities comparable to a city many times its size.
- **Assets & Amenities: Education:** Dearborn has a unique education story that can draw on—and reinforce—key themes of innovation and diversity.
- **Assets & Amenities: Safety & Services:** Dearborn residents rate the city's safety and services very highly, and attach great importance to them.
- **Assets & Amenities: Nature & Recreation:** Dearborn has a compelling story to tell around the Rouge River—a natural asset of a type that most other area cities can't match.
- **Positioning:** Dearborn has an opportunity to exploit its unique relationship to Detroit relative to other area towns and cities.
- **Positioning:** Dearborn has a strong story to tell about being a center of innovation—if it can connect the dots.
- **Positioning:** In line with an innovation story, Dearborn has a strong opportunity to position itself as a smart, next-gen city.
- **Positioning:** Dearborn has an opportunity to position itself around being the perfect combination of urban amenities and a sense of belonging.

Takeaways Detail

Takeaway 1

88% of Dearborn individuals agree that “Dearborn has a positive future.”

69% of Dearborn business owners expect their business revenues to increase in the next 3 years.

“It has nice neighborhoods but it also has amenities. It has two colleges. Woods. Great rec center and performing arts center and the Arab American Museum is a gem...if it was connected for biking and walking, it could be a second Ann Arbor but better since closer to Detroit and also not as congested. There is room to grow.”

Dearborn Individual

The State of the City

Dearborn is seeing many positive developments poised to strengthen its appeal as a place to live, work and play.

- In recent years, the Rouge River has been cleaned up and beautified to become a significant recreational resource and natural asset.
- Realtors are starting to see young families come back to Dearborn to live.
- Dearborn is poised to be a part of the mobility corridor Ford is building around its new mobility hub in Detroit’s Corktown.
- Dearborn DDAs are making solid progress in developing product and promoting key Dearborn districts.

Takeaway 2

Vision

Stakeholders articulated a vision of Dearborn as one of the most desirable cities in the United States in which to live.

93% of Dearborn individuals say that Dearborn is “a good place to live.”

“The diversity is wonderful, and one of the things that I’d miss about leaving. Also, seriously, we have a university, a museum and a world headquarters in our city!”

Dearborn Individual

“Great neighborhoods, 43 public parks, the Ford Performing Arts Center, all very close and easy to access AND GREAT PUBLIC SCHOOLS.”

Dearborn Individual

- They see a Dearborn that benefits from its strong connections to other places via auto, rail and air.
- They see a Dearborn of vibrant neighborhoods and lively downtowns—yet also largely free of traffic due to smart mobility solutions.
- They see a Dearborn that is a talent magnet of the first order.
- They see a Dearborn that provides the kind of diverse, responsive education from kindergarten through college that fosters success in a 21st Century economy.
- They see a Dearborn that is a national and international role model for diversity as a driver of success.

Takeaway 3

Key Audience: Millennials

While Dearborn lacks the Next Gen cool of, say, Royal Oak, it can make a strong appeal to Next Gen individuals today.

88% of Next Gen individuals in Dearborn agree that “Dearborn is a good place to live,” and 53% say they plan to stay in Dearborn for the foreseeable future.

“Come here and make it happen.”

Possible slogan proposed by a stakeholder.

- One of the strongest appeals to Next Gen individuals is Dearborn’s proximity to Detroit.
- Dearborn is also affordable—a logical place to look for people priced out of Downtown and Midtown Detroit.
- Dearborn provides interesting and varied storefronts and commercial spaces for the entrepreneurially minded.

Significance

For Next Gen individuals, the key to Dearborn’s appeal at present might be as a discovery brand: The place with untapped potential that cool insiders know about.

It’s also important to note that not all Next Genners dance to the same drummer. We might, for example, position Dearborn as a place for “pioneers” or “makers” more than “millennials”.

Takeaway 4

Only 37% of Next Genners in Dearborn say Dearborn is their primary destination for dining, entertainment and nightlife.

“Not enough nightlife destinations. Usually go to Detroit or Ferndale.”

Dearborn Next Genner

“Unique locally owned options that are family friendly are hard to come by. There is not a good walking downtown etc in Dearborn. We go to Plymouth and Northville.”

Dearborn Next Genner

<https://www.dearbornareachamber.org/tourism/plan-your-visit/>

Key Audience: Next Gen Individuals

Stakeholder have identified a number of areas of need to address in strengthening Dearborn’s Next Gen appeal.

- Dearborn lacks an edgy quality that single Next Gen individuals, especially, favor.
- While not completely without amenities, Dearborn generally lacks a vibrant nightlife.
- Dearborn has a somewhat complicated walkability story that has not yet been articulated.
- Much of Dearborn’s housing stock is relatively homogenous-looking. Larger homes as well as urban-style lofts and condos are under-represented.
- Dearborn-based organizations are not engaged in promoting Dearborn within their own brand channels.
- Dearborn’s de facto visitor website is not currently positioned to tell a strong, focused, Next Gen-oriented story.

Take Note

The Downtown Dearborn Strategic Plan has identified a number of near-term and mid-term opportunities for increasing next gen appeal (as well as addressing other perceived challenges). Messaging must take into account not only assets and amenities today but also those that will be coming online over the next few years.

Takeaway 5

Character & Personality

Dearborn possesses a number of features and attributes that can be developed support a distinctive personality today.

More than half of Dearborn individuals express strong pride in Dearborn.

“Dearborn has the potential to be the affordable Birmingham, and the unpretentious Royal Oak in Wayne County.”

Dearborn Individual

- **Gritty:** Dearborn is “gritty” but “not necessarily edgy”. Carhartt is a brand with a strong, muscular quality that feels well-suited to Dearborn.
- **Authentic:** Dearborn offers authentic experiences that do not feel themed or manufactured.
- **Comfortable:** Dearborn housing is generally modest and squared away. Residential Dearborn has a strong neighborhood feel. Downtowns and commercial districts are inviting and comfortably-sized.

Takeaway 5, ctd.

Character & Personality

Dearborn possesses a number of features and attributes that can be developed support a distinctive personality today.

“Dearborn is actually a completely unique city. It is incredibly diverse in nationality, ethnicity, and religion. ...It is so rich in authentic food through small businesses. It’s also a place full of city and community leaders who are brown, who are Muslim, who are immigrants. It’s a powerful place.”

Dearborn Individual

- **Creative:** Dearborn is increasingly appealing to artists as well as entrepreneurs and small businesses.
- **Diverse:** The city has strong ethnic diversity underscored by its large Arab-American community, which is diverse in its own right.
- **Diverse:** The city offers a diverse array of experiences—at least as much if not more so than other area towns and cities.
- **Diverse:** The cityscape itself is diverse, from tidy residential neighborhoods to main streets to corporate centers to industrial areas to to parks and natural areas and a robust civic center.

Takeaway 5, ctd.

VISION
KEYWORDS

Diverse
Friendly
Hub of Activity
Pedestrian
Regional Destination

Character & Personality

Dearborn possesses a number of features and attributes that can be developed support a distinctive personality today.



Carhartt Brand Platform Audit **Personality**

Carhartt Brand Personality	True
Conversational	Honest
Down to Earth	Revered
Comfortable	Confident
Purposeful	

Note

In addition to stakeholder perspectives, values expressed in the Dearborn Strategic plan might help to inform the Dearborn brand personality.

So, too, might the personality attributes of Carhartt, a Dearborn-based brand with certain broad affinities to Dearborn itself.



Takeaway 5

Character & Personality



Takeaway 6

Character & Personality

To fully live up to its promise, Dearborn will need to address perceptions that it is lacking in energy and lacking a vibe.



The city's seal is not a part of any proposed visual re-branding. That said, key visual and verbal elements of the seal provide a useful perspective on how desired top-of-mind associations with the city have probably evolved with the passage of time.

- Portraying Dearborn's strong arts and cultural offerings can help to convey a sense of creative energy.
This picks up on an acknowledged strength noted in the Dearborn strategic plan.
- Developing compelling stories-within-stories about key Dearborn neighborhoods—the DDAs—can help to create intrigue and character.
- Featuring unique, locally owned businesses will help to convey a diverse, entrepreneurial spirit.

This picks up on an acknowledged strength noted in the Dearborn strategic plan.

- Adopt The Henry Ford's "past forward" strategy for making historic assets exciting and relevant.

Past Forward is a strategy for tying historic assets to contemporary uses and trends.

- Iconography of Dearborn industrial sites might further differentiate the city and intensify the vibe, adding to its aura of grit and authenticity.

Opportunity Alert

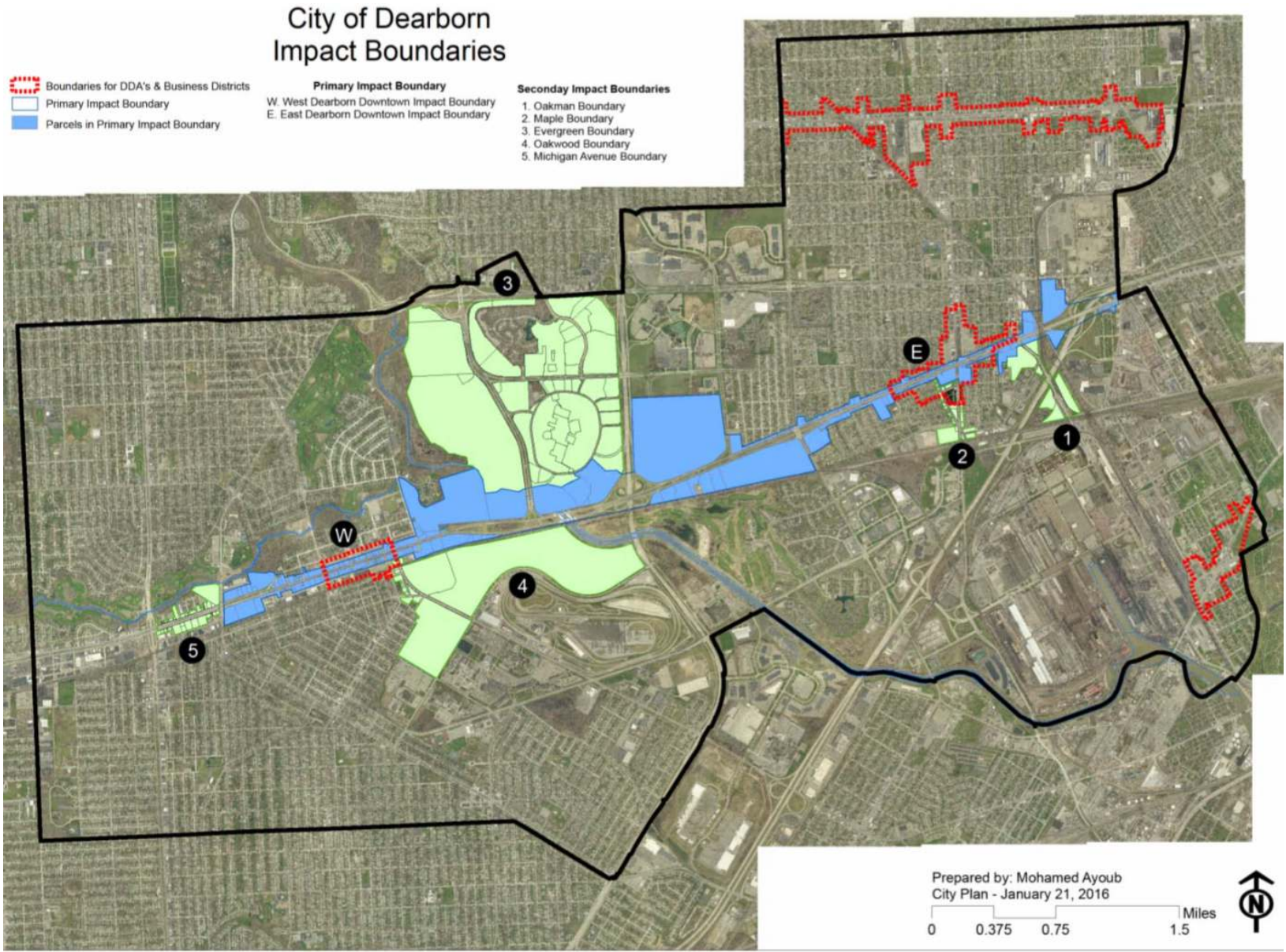
Dearborn is an historic city with some features and qualities that risk feeling "old-timey". While acknowledging these as part of the city's rich texture, marketers should not lead with them if the city wishes to project a more modern appeal.

Takeaway 6

Character & Personality

Dearborn possess at least four distinct districts, each with its own unique character and appeal.

Influential individuals within the Warren Avenue DDA are already taking steps to identify the district as The Souk.



Opportunity Alert

Dearborn has an opportunity to tell distinctive stories around each of its four DDAs, adding texture to its story and reinforcing a cosmopolitan sensibility.

Assets & Amenities: Overview

Dearborn stakeholders shared perspectives that dimensionalized the SWOT Analysis in the Dearborn Strategic Plan.

The brand cannot contradict the product—the city—but it can find and amplify unifying threads between the city’s strengths and opportunities while minimizing or reframing its weaknesses or threats.

SWOT ANALYSIS			
S	W	O	T
Historical Sites/Landmarks	Image	Change the Perception of the Middle East	Image – lack of identity
College Town	Walkability	More Greenspace and Greenspace Programming	Lack of retail diversity
Access (proximity/transit/roads)	Lack of Youth/Hipster Appeal	Image Campaign and Public Awareness	Divisive/polarization – equality
Arts & Culture	Physical Environment	Capitalize on Museums/Institutions (The Henry Ford/Arab American)	Too many bars/restaurant (of same type)
Unique Locally-owned Businesses	Business Economy	Use Rouge River for more recreation activities	Need things geared to old and young alike

Takeaway 7

60% of Dearborn individuals agree that “Dearborn has vibrant shopping, dining and entertainment.”

“Our variety and quality of restaurants is good. I’m not sure it’s the best in all of metro Detroit, but it’s very good.”

Dearborn Individual

Assets & Amenities: Food

Dearborn has a compelling food story to tell—but not one that relies on an upscale dining to compete.

- Dearborn’s food story tends to be under-represented in social media: It is the subject of relatively few posts or Trip Advisor recommendations.
- Dearborn is acclaimed for its Middle Eastern-oriented food experience and one avenue in particular, Warren Avenue, has been noted as possibly Michigan’s top food street.
- Dearborn has been challenged to attract top chefs, even though they have expressed an interest in the city. In part, they are dissuaded by the perception that they cannot sell liquor in East Dearborn.
- Many of Dearborn’s more upscale dining options are, in fact, chains—albeit quality chains. [Example: P.F. Chang’s]
- Popular local food destinations include Miller’s Bar, Buddy’s Pizza, Mint, Bar.Louie and M Cafe.
- Destination food experiences in Dearborn include Ford’s Garage and Al Ameer.

Question

Can The Henry Ford’s plans to promote sustainable agriculture and open an historic farmer’s market factor into Dearborn’s food scene? Can it create synergies with the WDDA weekly food market?

Takeaway 7

Assets & Amenities: Food
Dearborn has a compelling food story to tell—but not one centered on upscale dining as such.

**EAT, EAT
REPEAT!**

FEB 11-17, 2019

Dearborn Restaurant Week is a week-long event meant to showcase local cuisine.
Discover your new favorite restaurant or rediscover a longtime favorite!

Question

Dearborn's comfort food options combined with its unparalleled Middle Eastern cuisine options can serve as the basis of a story that's quite distinct from that of other cities—and one in line with other brand strengths.

Dearborn Restaurant Week is a powerful platform for telling a focused Dearborn food story

Takeaway 8

Assets & Amenities: Drink

Dearborn's bar scene has a distinctive character that remains largely untapped—and that can set the stage for more to come.

Opportunity Alert

Dearborn has an opportunity to exploit its leadership in dining experiences that focus on fresh, healthy juices and other non-alcoholic beverages. It'd be a real differentiator—one popular with health-conscious individuals as well as Muslim Americans.

- Dearborn is generally lacking in upscale, craft cocktail bars such as, say, Detroit's Sugar House.
- Stakeholders hypothesize that Dearborn's bar scene might suffer from its proximity to Detroit as well as some history with rowdy bars that attracted an undesirable element.
- Detroit possesses a significant (but dwindling) number of corner bars that possess the distinctive character of a bygone era.
- With many establishments serving an observant Islamic customer base, many Dearborn restaurants serve exclusively non-alcoholic beverages. In turn, some specialize in a wide variety of healthy juices and other beverages.

Opportunity Alert

Dearborn's corner bar legacy has the potential to become a brand asset—perhaps in time to save any existing bars that are threatened to foster the emergence of a distinctive bar culture that no other area city has.

Takeaway 9

Assets & Amenities: Arts & Culture

Dearborn has a compelling story to tell around arts and culture, with amenities comparable to a city many times its size.

86% of Dearborn individuals agree that “Dearborn has good cultural and arts offerings.”

“Dearborn is actually a completely unique city. It is incredibly diverse in nationality, ethnicity, and religion. ...It is so rich in authentic food through small businesses. It’s also a place full of city and community leaders who are brown, who are Muslim, who are immigrants. It’s a powerful place.”

Dearborn Individual

- Dearborn has a lively cultural life characterized by many festivals and events as well as plentiful free music. Stakeholders feel this asset is under-represented in media.
- Dearborn has an impressive civic center with a first-rate community and performing arts center as well as a landmark central library.
- Dearborn hosts a number of theatre companies as well as its own symphony orchestra.
- Dearborn’s two museums, The Henry Ford and the Arab-American National Museum, are highly distinctive and widely regarded as nationally or globally significant.

Opportunity Alert

Dearborn has an opportunity to position the EDDDA as a creative and cultural hub through a designated “Arts & Culture District.”



Smithsonian Affiliate

Missed opportunity: The AANM’s status as a Smithsonian Affiliate is buried on its web site.

Takeaway 10

Assets & Amenities: Education

Dearborn has a unique education story that can draw on—and reinforce—key themes of innovation and diversity.

67% of Dearborn individuals say “the quality of education in our community is excellent”

“What makes Dearborn different is...”UM-Dearborn and HF College, but we don’t capitalize on their offerings.”

Dearborn Individual

- Dearborn Public Schools, the third largest school system in the state of Michigan, perform well by any measure—and particularly well for schools in a diverse community with a significant free/reduced lunch program.
- Dearborn Public Schools are frequently consulted by educators and administrators from other districts as a result of the success of their innovative educational programs.
- Dearborn is one of the only school districts in the nation to offer a comprehensive K-14 offering. (Henry Ford College is a part of the public school system.)
- Stakeholders shared that the college campuses are not well-connected currently to the center of town, diminishing the sense of Dearborn as a “college town”. [Note: This may represent a key product development opportunity.]

Opportunity Alert

Dearborn schools can play a strong, positive role in a Dearborn innovation story.

Takeaway 11

Assets & Amenities: Nature & Recreation

Dearborn has a compelling story to tell around the Rouge River—a natural asset of a type that most other area cities lack.

84% of Dearborn individual feel that “Dearborn has good sports and recreational offerings,”

“The natural area at University of Michigan-Dearborn is also great for exploring nature. Too many other communities in southeast Michigan have forfeited all their natural areas for the sake of increased suburban development.”

Dearborn Individual

- With its many parks as well as the Rouge River, Dearborn provides many opportunities to enjoy being outside, and supports a wide range of recreational activities.
- For a city, Dearborn possesses a high proportion of green space—the result of long-range vision and smart planning over the course of many decades.
- Stakeholders feel the Rouge River is a highly differentiating asset that is seriously under-represented. At the same time, they would like to see the city do more to reverse perceptions that “it has its back turned to the river”.
- Dearborn’s green space can combine with specific food and cultural offerings to reinforce the city’s image as a healthy, active place.
- **Urban to green in 0 to 60:** Dearborn has an opportunity to underscore its “best of both worlds” combination abundant green space close to the hub of metro Detroit.

Takeaway 12

Assets & Amenities: Safety & Services

Dearborn residents rate the city's safety and services highly, and attach great importance to them.

95% of Dearborn business owners rate fire services highly, and 87% rate police protection highly. 77% rate the overall safety of their business district highly.

Of those who chose to move to Dearborn, 56% say they chose it for its safety (the top ranked reason for choosing Dearborn).

"It's a 'big' city that doesn't feel like it. Very safe place to live and raise a family."

Dearborn Individual

- Dearborn's level of city services confer a distinct competitive advantage.
- Dearborn's safety and services contribute to a unique feeling of comfort and welcome.
- Dearborn's crime rates are very low for a city though high relative to Oakland County towns such as Birmingham and Northville.

Opportunity Alert

Safety and services are rarely a lead story element in their own right, but they can play a strong supporting role: as a counterpoint to, say Detroit; as a solid foundation for launching a business or raising a family; as an essential component of what a smart, forward-looking city should deliver.

Takeaway 13

91% of Dearborn business say that “being close to all of the resources and amenities of Downtown Detroit is a benefit of living in Dearborn.”

“Very connected to Detroit, yet separate. Unmatched cultural offerings.”
Dearborn Individual

“What Dearborn lacks (places to shop), it makes up for in proximity to other activities/places. You’re no more than 45 minutes from everything important - downtown Detroit, outdoor recreation like at Kensington and all your friends in other cities.”
Dearborn Individual

Positioning

Dearborn has an opportunity to exploit its unique relationship to Detroit relative to other area towns and cities.

- Dearborn is one of the few cities that is contiguous with Detroit.
- Detroit is a quick commute from Dearborn.
- Dearborn and Detroit enjoy a strong connection via the Michigan Avenue corridor. Dearborn enjoys an especially strong connection to Corktown.
- Dearborn and Detroit share aspects of a “gritty” character.
- Other cities ignore Detroit in their marketing or actively position against it.

Significance

We see an exciting opportunity to explore differentiating Dearborn from other cities by touting its relationship to Detroit—something other cities don’t do, or actively counter.

Takeaway 13

Other Cities' Top-of-Mind	
Birmingham	<ul style="list-style-type: none">• Strong dining• Strong shopping• Not connected to Detroit—and doesn't want to connect- Too upscale to be edgy
Ferndale	<ul style="list-style-type: none">• Welcoming and accepting• People are allowed to express themselves
Northville	<ul style="list-style-type: none">• Compact—small-town charm• Cute, quaint, historic—not edgy• Not especially accessible or connected to Detroit or Dearborn• Good shopping• Surrounded by townships.• “Good for day trips.”

Takeaway 13

Other Cities' Top-of-Mind	
Plymouth	<ul style="list-style-type: none">• Strong upscale dining• Quaint and walkable• Quaint shopping, including movie theater• “Slower paced, off the beaten path”• Surrounded by townships• Strong community events• Note: Many Ford employees live in Plymouth• Located on the far side of the I-275 divide: More in Ann Arbor’s orbit than Detroit’s• New housing stock
Royal Oak	<ul style="list-style-type: none">• Urban-like experience [nightlife, entertainment, dining, lively downtown]• Housing for millennials

Takeaway 13

Other Cities' Top-of-Mind	
Ann Arbor	<ul style="list-style-type: none">• Strong, varied dining including upscale dining—a culinary hotspot.• Tech hub renowned for innovation.• Strong University of Michigan culture.• Own orbit, not a part of Detroit's.• Strong tradition of activism, including around ecology and the environment.• Strong transit hub.
Detroit	<ul style="list-style-type: none">• Entertainment and nightlife=Cars/culture/music/gaming/sports.• Housing for millennials*• A city on the rise: Attracting favorable national and global attention.

Positioning

Dearborn has a strong story to tell about being a center of innovation...

Opportunity Alert

Dearborn has an opportunity to position itself relative to Ann Arbor as more practical vs. theoretical—as a place where things are made, not only imagined.

- Dearborn has a strong history of innovation—in particular of building and making things.
- The recent repositioning of The Henry Ford and THF-sponsored events such as Maker Faire are strong examples of Dearborn innovation.
- Beaumont, The University of Michigan-Dearborn and Ford Motor Company are strong examples of innovators at the corporate level.
- Dearborn public schools are widely recognized as innovators in primary and secondary education.
- Ann Arbor is renowned for innovation but its focus is somewhat different: Dearborn has an opportunity to complement it, not compete with it.

Significance

We see this story as highly differentiating.

With the exception of Ann Arbor, no other city is telling it.

“Connecting the dots” of innovation in the community will make it more credible.

Positioning

...if it can connect the dots.

“With an innovation theme, we could invite people to visit Dearborn after they go to Maker Faire and make a weekend out of it.”

- While strong evidence of dynamic innovation activity exists individually, the city’s various “innovation entities” are not yet working in a coordinated manner to develop this potential.
- At present, the city lacks a dedicated public co-working/incubator space of the sort commonly associated with entrepreneurial and innovation hubs. [**Note:** DDDAs are currently working on this. Brand messaging should be prepared to incorporate this development into messaging.]
- The city’s homogenous housing belies the sense of vibrancy that the downtowns are beginning to convey. It’s not like Ferndale, where houses are colorful and there’s “a sense that you can do what you want”.

Opportunity Alert

Would it be possible for the city to loosen restrictions in one demo neighborhood and then to set up a “small home design showcase” to counter current perceptions and appeal to a more creative resident?

Maybe this could start as digital-only initially...

Takeaway 16

Positioning

In line with an innovation story, Dearborn has a strong opportunity to position itself as a smart, next-gen city.

“We have an opportunity to define the 21st Century community experience.”

“I sometimes think of an individual loosening their shirt tie to describe the city.”

- Dearborn is home to many individuals who “think outside the norm”. The brand story should identify and highlight them.
- Stakeholders note that Dearborn’s strong history and sense of tradition might be a factor in holding back some individuals and institutions from an outside-the-norm mindset—a gap that any brand story will need to take into account—and bridge.
- Dearborn is poised to take place in the Smart Cities initiative, designed to underscore the city’s preparedness for the emerging Internet of Things.
- With Ford mobility initiatives together with the advent of light rail that will connect Dearborn with Ann Arbor and Detroit, Dearborn is poised to strengthen its position as a connected, mobility-minded city.

Positioning

Dearborn has an opportunity to position itself around being the perfect combination of urban amenities and a sense of belonging.

- Stakeholders assert that Dearborn is large enough that “you don’t really need to go anywhere else” for variety in shopping, dining, entertainment, recreation or other amenities.
- Stakeholders also note that Dearborn is big enough “that there are always new things to discover.”
- Dearborn has a city center with civic institutions and community programs that one might expect of a city many times its size.
- Dearborn is small enough that an individual can feel as if he or she can still engage in “small town chatter”, participate in community networks, and make an impact in city government.

Question

What are the images that reinforce the impression of Dearborn as a city versus a town?

Brand Implications

Brand Implications

- **Positioning:** Develop three positioning scenarios for consideration and review: (1) one touting Dearborn's proximity and access to Detroit, (2) one focused on Dearborn as a next-gen center of innovation, and (3) one on Dearborn is the ideal blend of urban amenities and community belonging.
- **Promise:** Develop three brand promises (i.e., overarching value propositions) geared to a prospective millennial resident aligned to each of the three proposed positioning scenarios.
- **Targeting a Next Gen Audience:** Consider positioning Dearborn as a discovery brand: a place with untapped potential that cool insiders know about.
- **Targeting a Next Gen Audience:** Consider targeting a specific subset of Next Gen individuals—"Makers" or "Pioneers"—versus millennials in general.

Dearborn assets and personality align most closely with this group.

Brand Implications

- **Brand Personality:** Use “Diverse”, “Determined/Possessing Grit”, “Authentic” and “Comfortable” as starting points for Dearborn brand personality development.
Factor in a consideration of Dearborn Strategic Plan key words, too. Take a look at Carhartt as well.
- **Brand Personality—Creating a Sense of Energy:** Develop the insight shared in Takeaway 6 to create differentiated imagery and intensify the Dearborn vibe.
- **Assets & Amenities:** Position the Dearborn Food Story as a living expression of the Dearborn brand personality.
- **Assets & Amenities:** Develop distinctive names and stories-within-a-story for each of Dearborn’s focal districts.

Thank You

APPLIED
STORY
TELL
ING



30
50 • 100 • 15.1M • 26.2M
DEARBORN, MI • PLANET EARTH
MARTIAN SPECIALS
INVASION OF DREAMS 2019
APRIL 13, 2019

**DOWNTOWN
DEARBORN**

MOOSE'S MARTINI

\$2 Coors Light & Summer Shandy
\$2 Moose Dogs
12pm-2pm
22217 Michigan Ave.

DEARBORN BREWING

Free Bagels
Happy Hour Deals
8am-2pm
21930 Michigan Ave.

BROME MODERN EATERY

**\$2 Shakes: 8oz Vanilla, Chocolate
or Cornflake**
\$3 Breakfast Burrito
8am-2pm
22062 Michigan Ave.

FAMOUS HAMBURGER

\$3 Strawberry Banana Smoothies
\$5 Mini Burger & Fries
9am-2pm
22207 Michigan Ave.

BAR LOUIE

\$2 Michelob Ultra Drafts
8am-2am
22269 Michigan Ave.

COMMON GRACE COFFEE

\$4 House Coffee & Croissant
\$6 House Coffee & Sandwich
6am-2pm
22225 Michigan Ave.

LA FORK

\$2 Nutella Crepe
\$3 Canadian Eh or Traditional
8am-2pm
1041 Howard St.

BIGGBY COFFEE

Half Off All Drinks
7am-2pm
22445 Michigan Ave.

TRIO EATS

**One Topping Pizza,
Side Salad & Drink \$5**
10am-2pm
1002 S. Military St.

LA PITA

\$2 Off Lunch
\$3 Smoothie
Kids Eat Free w. Purchase of meal
LIMIT 2 KIDS. 10 YEARS AND YOUNGER
10am-2pm
22681 Newman St.





DOWNTOWN DEARBORN LADIES NIGHT

WED. MAY 1ST, 2019
5PM-9PM

DINE • SHOP • STROLL • DISCOVER
with the girlz

Over 20 Businesses Participating!

SPECIAL VENDORS, SHUTTLE & REGISTRATION LOCATIONS:

Bailey's Bar & Grill
22091 Michigan Ave.



J.B. Bamboozles
14323 Michigan Ave.



[FACEBOOK.COM/DOWNTOWNDEARBORN](https://www.facebook.com/DOWNTOWNDEARBORN)

FIND THE FULL LIST OF VENDORS HERE

• Shuttle service will be provided •

E V E N T S P O N S O R E D B Y :



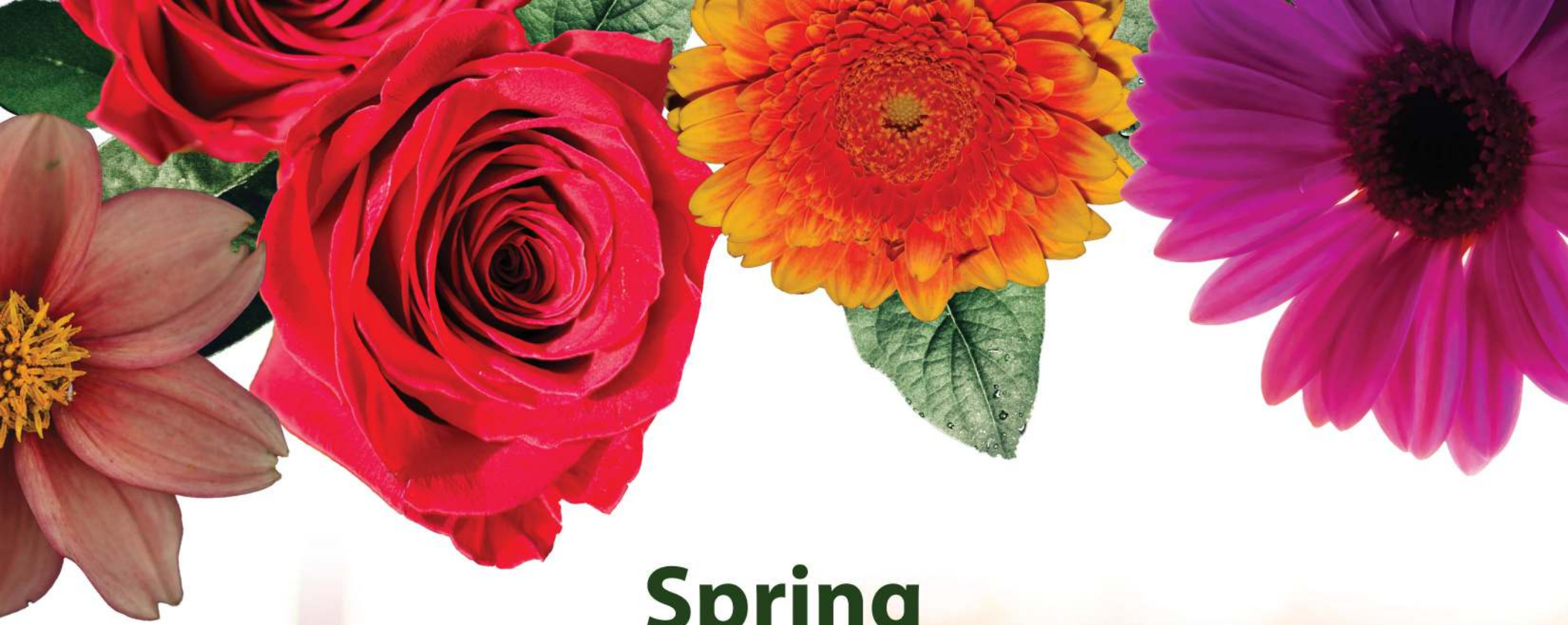
om spa™



SPORTS **BAILEY'S** GRILLE®



Questions & More Info: 313-943-3141



Spring Perennial Exchange and Garden Show

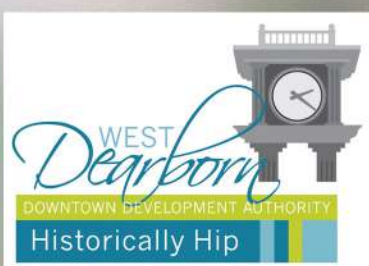
Saturday, May 18th from 10am to 1pm

at City Hall Park

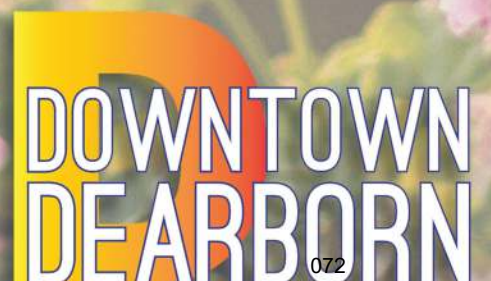
The event is free. Bring your divided plants to trade with other gardeners, and everyone can go home with something new for their yard. It's as simple as that.

Speakers — Vendors — Workshops

FREE
Goodie
bags
for the first
50 guests



More info at
Downtown Dearborn on
Facebook
or online at
downtowndearborn.org



UM-Dearborn launches campus bike share program to increase community access

4/11/2019

The program — which complements the City of Dearborn's existing program — gives faculty, staff and students a convenient and free way to explore campus and Dearborn's downtowns.



With the warm summer months on the way, there's a new campus option for outdoor exercise or errand running.

UM-Dearborn has partnered with the bike share management company Zagster to launch a new bike share program. The university — and its neighbor, The Union at Dearborn — now is home to 15 new two-wheel cruisers. The program is complimentary for the campus community — faculty, staff and students — to use.

Bike rental stations are available near the University Center, The Union at Dearborn and Fairlane Center. Each station includes five bikes, equipped with a basket to hold riders' personal items. And for comfort and safety, each one-speed bike has an adjustable seat, rear and front lights, and an electronic Bluetooth lock.

"There is so much to see and do in our communities, and this initiative is a way to increase micro-mobility and give additional transportation options," said Business Affairs Senior Manager Marc Anthony Brigolin. "We wanted to give our UM-Dearborn community a free way to travel across campus and into Dearborn, and give Dearborn residents an additional way to connect with campus."

Brigolin said the university looked at a variety of bike share options, but Zagster's strong connection in the greater community and positive feedback from the city swayed the decision. The City of Dearborn's program — which it implemented with Zagster in 2017 — currently includes 55 cruiser bikes available at 11 stations in the east and west

Dearborn downtowns. The university’s 15 bikes will work with the existing infrastructure.

Dearborn Mayor John B. O’Reilly, Jr. said the program has increased transportation opportunities for residents, visitors and students.

“Expanding our mobility options is a way for us to stand out as a community,” he said. “Our bike share program has been a success and we’re grateful to the University of Michigan-Dearborn for taking part, adding to the important connections we want to make geographically and socially across our town.”

Student Government President Vivien Adams, a senior living in west Dearborn, noticed the city’s bikes last year and wanted to bring the service to campus. She said campus leaders like Brigolin were enthusiastic to find the right bike sharing option when she approached them with the idea.

Adams, an out-of-state student, said the downtown bikes have helped her experience Dearborn parks, restaurants, community events and more.

“There are so many areas to explore on campus and in Dearborn — like the trails, hidden parks, or mom and pop shops — that we don’t get out and see because we don’t have accessible transportation or because we are locked into commuter thinking,” she said. “We now have a free enjoyable way that encourages us to get outside and feel more connected to our community and each other. Let’s use it.”

Participating in the Bike Share Program

To ride, [download the Zagster app to your phone and register](#) with your umich.edu email — your campus connection notifies Zagster to waive the standard annual fee. Then head to a bike station, select a bike by number and tap the digits into the app to for a unique unlock code.

When done, return the bike to a Zagster station in Dearborn or on campus, lock it in place and hit “end ride” in the app. Zagster reps regularly check the stations and return bikes to the original location to keep distribution as expected.

Rides returned to a station within two hours of check out are free; riders have no limit to rides they can take per day. Go over your two-hour ride? There’s a \$2 per hour fee.

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Campus Life University-wide

Business Affairs

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FINANCIAL BACKUP

Fund	Dpt/Div	Activity	Ele	ObK		FY19	FY19	FY19	FY19	FY19	FY19	FY19	FY19						Difference
						8/1/2018	9/4/2018	10/2/2018	11/1/2018	12/28/2018	2/1/2019	3/9/2019	4/9/2019						
297	0000	311	40	00	Property Tax Capture	\$ -	\$ -	\$ -	\$ 603,942.00	\$ 603,942.00	\$ 668,967.00	\$ 668,967.00	\$ 807,994.96	\$-	\$-	\$-	\$-	\$ (139,027.96)	Property tax capture
297	0000	319	30	00		-	-	-	-	-	-	-	-	-	-	-	-	-	
297	0000	330	05	14	State, Local Community Stabilization Authority	-	-	-	23,733.00	23,733.00	23,733.00	23,733.00	23,733.29	-	-	-	-	(0.29)	LCSA
297	0000	361	10	05	Interest Income	-	-	-	4,254.00	4,254.00	12,045.00	12,045.00	19,028.04	-	-	-	-	(6,983.04)	Interest
297	0000	369	90	00	Miscellaneous Income	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	0000	391	91	01	Contribution from General Fund	6,070.00	12,140.00	18,210.00	24,280.00	36,420.00	42,490.00	48,560.00	54,630.00	-	-	-	-	(6,070.00)	Sanitation Mills
297	6100	365	90	00	Donations from Private Sources	-	-	5.00	25,005.00	27,080.00	36,630.00	35,870.00	35,870.00	-	-	-	-	-	
						\$ 6,070.00	\$ 12,140.00	\$ 18,215.00	\$ 681,214.00	\$ 27,080.00	\$ 783,865.00	\$ 789,175.00	\$ 941,256.29	\$-	\$-	\$-	\$-	\$ (152,081.29)	
297	2972	436	34	90	Sanitation Contractual Services	\$ -	\$ -	\$ -	\$ 750.00	\$ 2,379.00	\$ 3,984.00	\$ 8,514.00	\$ 9,714.00	\$-	\$-	\$-	\$-	\$ (1,200.00)	1
297	6100	435	30	90	Other Prof. Services	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	435	34	40	Building Demolition Serv	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	435	45	10	Architect/Engineer Svc	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	435	45	20	Construction Contractor	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	435	45	25		-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	435	45	30	Engineering & Insp Serv	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	435	68	24		-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	435	68	80	Licenses, Fees & Permits (Project)	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	435	98	00	Undistributed Appropriation	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	10	10		-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	10	20	Salaries & Wages-Part Time	505.00	505.00	505.00	505.00	505.00	505.00	505.00	504.52	-	-	-	-	0.48	Payroll
297	6100	911	21	05		-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	21	20	FICA/Medicare, City Share	-	-	-	-	-	-	-	38.59	-	-	-	-	(38.59)	
297	6100	911	21	25		-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	21	30		-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	22	00		39.00	39.00	39.00	39.00	39.00	39.00	39.00	-	-	-	-	-	39.00	withholding tax
297	6100	911	23	80		-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	25	00	Unemployment Compensation	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	26	00	Workers Comp. Contribution	-	-	-	-	-	-	-	0.33	-	-	-	-	(0.33)	workers comp
297	6100	911	27	00	Car Allowance	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	30	40	Audit Services	-	-	-	-	-	763.00	763.00	763.00	-	-	-	-	-	
297	6100	911	30	90	Other Professional Services (office fees)	-	-	-	-	100.00	100.00	100.00	-	-	-	-	-	100.00	
297	6100	911	34	51	Admin/Management (City Services)	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	34	90	Contract Services	713.00	7,976.00	21,381.00	37,533.00	91,064.00	112,215.00	147,533.00	189,131.15	-	-	-	-	(41,598.15)	2
297	6100	911	43	82	R&M Services, Copiers	-	-	-	2.00	2.00	363.00	181.00	181.37	-	-	-	-	(0.37)	Copier Allocation
297	6100	911	44	10	Building Rental	1,805.00	1,805.00	3,610.00	4,513.00	6,348.00	6,363.00	8,198.00	8,197.50	-	-	-	-	0.50	Artspace Building rental
297	6100	911	51	00	Community Promotion	35,886.00	41,708.00	64,091.00	69,588.00	82,710.00	95,058.00	113,348.00	140,705.35	-	-	-	-	(27,357.35)	3
297	6100	911	52	10	Insurance & Bonds	342.00	684.00	1,026.00	1,368.00	2,052.00	2,394.00	2,736.00	3,078.00	-	-	-	-	(342.00)	General insurance
297	6100	911	53	00	Communications	-	44.00	53.00	57.00	65.00	68.00	71.00	74.36	-	-	-	-	(3.36)	telephone
297	6100	911	58	10	Training & Transportation	-	-	-	-	-	305.00	685.00	685.00	-	-	-	-	-	
297	6100	911	60	10	Office Supplies	-	-	273.00	290.00	433.00	433.00	433.00	435.15	-	-	-	-	(2.15)	
297	6100	911	60	20	Postage	-	-	-	61.00	61.00	61.00	61.00	154.02	-	-	-	-	(93.02)	Postage
297	6100	911	61	90	Equipment Non Capital	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	62	40	Planting Materials	-	-	-	230.00	2,690.00	7,890.00	8,100.00	11,775.00	-	-	-	-	(3,675.00)	
297	6100	911	65	00	Memberships	-	-	50.00	50.00	50.00	338.00	338.00	512.50	-	-	-	-	(174.50)	
297	6100	911	66	00	Reference Materials	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	68	80	Licenses, Fees & Permits	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	911	68	90	Other Operating Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	
297	6100	980	92	75	Transfer - Brownfield Redevelopment Authority	-	-	-	-	-	-	-	464,099.30	-	-	-	-	(464,099.30)	Capital projects/Utilities
						\$ 39,290.00	\$ 52,761.00	\$ 91,028.00	\$ 114,986.00	\$ 188,498.00	\$ 230,879.00	\$ 291,605.00	\$ 830,049.14	\$-	\$-	\$-	\$-	\$ (538,444.14)	

				Payment		Description 1	Description 2	DEBITS	CREDITS		
Group #	PO#	Period #	FY	Type	Date						number
1	7838	95666	9	19	AP	3/1/2019	22043 CAMPBELL'S CLEANING CO LLC	MISCELLANEOUS SERVICES,NO	75.00	-	Cleaning
1	7841	95666	9	19	AP	11/1/2018	21930 CAMPBELL'S CLEANING CO LLC	MISCELLANEOUS SERVICES,NO	75.00	-	Cleaning
1	8750	95666	10	19	AP	4/1/2019	0 CAMPBELL'S CLEANING CO LLC	MISCELLANEOUS SERVICES,NO	75.00	225.00	Cleaning
1	7775	94106	9	19	AP	3/2/2019	21936 POW STRATEGIES INC	Design & Planning- Pow	500.00		170 Design & Planning- Pow
1	7775	94106	9	19	AP	3/2/2019	21936 POW STRATEGIES INC	Event mgt- Pow	712.50		171 Event mgt- Pow
1	7775	94106	9	19	AP	3/2/2019	21936 POW STRATEGIES INC	Operations Mgt- Pow	1,289.58		169 Operations Mgt- Pow
1	7775	94106	9	19	AP	3/2/2019	21936 POW STRATEGIES INC	Exe Dir- Pow	3,836.00	6,338.08	168 Exe Dir- Pow
1	7775	94106	9	19	AP	3/2/2019	21936 POW STRATEGIES INC	MISCELLANEOUS SERVICES,NO			
1	8030	96023	9	19	AP	1/22/2019	368050 PREMIUM LAWN SOLUTIONS	PUBLICWORKS&RELATED SERV	1,250.00		128 Snow removal
1	8148	96408	9	19	AP	2/28/2019	22058 TANNER FRIEDMAN	CONSULTING SERVICES	5,792.50		
1	8694	96408	10	19	AP	3/31/2019	0 TANNER FRIEDMAN	CONSULTING SERVICES	2,992.50	8,785.00	172 Communications Manager -PR
1	8031	94909	9	19	AP	11/28/2018	21981 W H CANON INC	ROADSIDE,GROUND,RECREATI	25,000.00		123/126
									41,598.08		
2	8147	96292	9	19	AP	3/19/2019	22018 ALEXANDER ZONJIC	MISCELLANEOUS SERVICES,NO	21,250.00		137 Jazz on ave
2	7953		9	19	AP	2/13/2019	32019 COMERICA BANK	FACEBK*CANMZJ6MY2 -REST WEEK	375.00		141 Rest week
2	7953		9	19	AP	2/1/2019	32019 COMERICA BANK	FACEBK*BJ9XRJSMY2 -REST WEEK	83.07		141 Rest week
2	8484		10	19	AP	3/29/2019	368412 JAY KRUIZ	REIMWINTERFEST 2018	48.83		147 Holiday promo - Winterfest
2	7840	96316	9	19	AP	1/30/2019	367905 THE HENRY FORD	COMMUNICATIONS&MEDIA RELA	5,600.00	-	116 Henry Ford
									27,356.90		
3	7953		9	19	AP	3/20/2019	32019 OFFICEMAX/OFFICEDEPT#6	FILE FOLDERS	1.87		Office expense
4	7796		9	19	AP	3/12/2019	367936 SHEPPARD-DECIUS	NATIONAL MAIN STREET CENTER INC 2/28/19-2/28/20 CRISTINA	175.00		membership

PREPARED 04/09/19, 10:53:20
 PROGRAM GM601L
 PREPARED BY Buffone, Maria

MBREFB

BUDGET PREPARATION WORKSHEET FY2019
 FOR FISCAL YEAR 2020
 Monthly Financial Reporting

PAGE 1
 ACCOUNTING PERIOD 10/2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY17 ACTUAL	FY18 ACTUAL	ORIGINAL BUDGET	FY19 ADJUSTED BUDGET	FY19 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2020 Budget Request	FY2021 Budget Request	FY2022 Budget Request
EAST DEN DOWNTOWN DEV AUT										
297-0000-311.40-00	DEVELOPMENT AUTHORITIES	778,374.32-	796,145.42-	812,867.00-	812,867.00-	807,994.96-	810,535.00-	829,990.00-	849,910.00-	870,310.00-
297-0000-330.05-14	LOC COMM STABIL SHARE APP	21,979.25-	.00	.00	.00	23,733.29-	23,733.00-	23,740.00-	23,740.00-	23,740.00-
297-0000-361.10-05	INTEREST-CURRENT	10,245.56-	18,257.14-	17,621.00-	17,621.00-	19,028.04-	30,155.00-	31,218.00-	31,506.00-	31,802.00-
297-6100-365.90-00	DONATIONS FROM PRIV SOURC	15,760.75-	22,965.00-	75,000.00-	75,000.00-	35,870.00-	75,000.00-	115,000.00-	114,000.00-	114,000.00-
297-6100-369.90-00	OTHER	.00	.00	.00	.00	.00	.00	14,205.00-	60,205.00-	77,910.00-
297-0000-391.91-01	CONTR FROM GENERAL FUND	.00	35,681.35-	72,840.00-	72,840.00-	54,630.00-	72,840.00-	11,310.00-	11,310.00-	11,310.00-
*		826,359.88-	873,048.91-	978,328.00-	978,328.00-	941,256.29-	1,012,263.00-	1,025,463.00-	1,090,671.00-	1,129,072.00-
**	REVENUE	826,359.88-	873,048.91-	978,328.00-	978,328.00-	941,256.29-	1,012,263.00-	1,025,463.00-	1,090,671.00-	1,129,072.00-
297-6100-911.10-20	WAGES, PART TIME/SEASONAL	67,277.54	51,592.72	.00	505.00	504.52	505.00	.00	.00	.00
*	Salary,Wages,Allowance	67,277.54	51,592.72	.00	505.00	504.52	505.00	.00	.00	.00
297-6100-911.22-00	FICA/MEDICARE, CITY SHARE	5,146.75	3,946.83	.00	39.00	38.59	39.00	.00	.00	.00
297-6100-911.26-00	WORKERS COMP CONTRIB.	43.31	33.22	.00	.00	.33	.00	.00	.00	.00
*	Personnel Svcs-Benefits	5,190.06	3,980.05	.00	39.00	38.92	39.00	.00	.00	.00
297-6100-435.34-40	BUILDING DEMOLITION SERV	.00	.00	.00	2,522.00	.00	2,522.00	.00	.00	.00
297-2972-463.34-90	OTHER SERVICES	.00	33,603.35	72,840.00	72,840.00	9,714.00	72,840.00	11,310.00	11,310.00	11,310.00
297-6100-911.30-40	AUDIT SERVICE	694.13	771.84	763.00	763.00	763.00	763.00	800.00	800.00	800.00
297-6100-911.30-90	OTHER PROF. SERVICES	2,061.49	150.00	1,500.00	1,365.00	100.00	1,490.00	.00	.00	.00
297-6100-911.34-90	OTHER SERVICES	61,872.00	133,045.27	307,950.00	337,406.00	189,131.15	337,406.00	359,856.00	342,616.00	332,616.00
*	Services-Prof&Contractual	64,627.62	167,570.46	383,053.00	414,896.00	199,708.15	415,021.00	371,966.00	354,726.00	344,726.00
297-6100-911.43-82	COPIERS R & M	147.44	57.60	250.00	375.00	181.37	375.00	375.00	375.00	375.00
*	Repair & Maint Services	147.44	57.60	250.00	375.00	181.37	375.00	375.00	375.00	375.00
297-6100-911.44-10	BUILDING RENTAL	24,739.75	24,999.71	11,000.00	11,010.00	8,197.50	11,010.00	11,010.00	11,010.00	11,010.00
*	Rentals	24,739.75	24,999.71	11,000.00	11,010.00	8,197.50	11,010.00	11,010.00	11,010.00	11,010.00
297-6100-435.45-10	ARCHITECT/ENGINEER SVC	1,700.00	4,250.00	.00	60,256.00	.00	60,256.00	.00	.00	.00
297-6100-435.45-20	CONSTRUCTION CONTRACTOR	.00	25,180.00	.00	137,785.00	.00	137,785.00	.00	.00	.00
*	Construction Expenses	1,700.00	29,430.00	.00	198,041.00	.00	198,041.00	.00	.00	.00
297-6100-911.51-00	COMMUNITY PROMOTION	123,955.94	154,922.22	266,280.00	316,280.00	140,705.35	316,280.00	339,980.00	219,980.00	219,180.00
*	Community Promotion	123,955.94	154,922.22	266,280.00	316,280.00	140,705.35	316,280.00	339,980.00	219,980.00	219,180.00

PREPARED 04/09/19, 10:53:20
 PROGRAM 0601L
 PREPARED BY Buffone, Maria

MBREFFB

BUDGET PREPARATION WORKSHEET FY2019
 FOR FISCAL YEAR 2020
 Monthly Financial Reporting

PAGE 2
 ACCOUNTING PERIOD 10/2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY17 ACTUAL	FY18 ACTUAL	ORIGINAL BUDGET	FY19 ADJUSTED BUDGET	FY19 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2020 Budget Request	FY2021 Budget Request	FY2022 Budget Request
297-6100-911.52-10	GENERAL INSURANCE	1,370.00	3,255.00	4,110.00	4,110.00	3,078.00	4,110.00	6,260.00	6,540.00	6,830.00
*	Insurance & Bonds	1,370.00	3,255.00	4,110.00	4,110.00	3,078.00	4,110.00	6,260.00	6,540.00	6,830.00
297-6100-911.53-00	COMMUNICATIONS, TELE SERV	1,240.48	720.28	850.00	850.00	74.36	65.00	.00	.00	.00
*	Communications	1,240.48	720.28	850.00	850.00	74.36	65.00	.00	.00	.00
297-6100-911.58-10	STAFF TRAINING & TRAN EXP	2,624.29	3,309.61	4,500.00	4,500.00	685.00	4,500.00	3,500.00	3,500.00	3,500.00
*	Training & Transportation	2,624.29	3,309.61	4,500.00	4,500.00	685.00	4,500.00	3,500.00	3,500.00	3,500.00
297-6100-911.60-10	OFFICE SUPPLIES	306.36	642.29	3,450.00	3,450.00	435.15	3,450.00	4,125.00	4,125.00	4,125.00
297-6100-911.60-20	POSTAGE	.00	3.84	100.00	100.00	154.02	100.00	100.00	100.00	100.00
297-6100-911.61-90	EQUIPMENT - NON CAPITAL	.00	1,720.00	500.00	500.00	.00	500.00	3,500.00	3,500.00	3,500.00
297-6100-911.62-40	PLANTING MATERIALS	.00	7,056.76	12,000.00	12,000.00	11,775.00	12,000.00	30,000.00	30,000.00	30,000.00
*	Supplies & Materials	306.36	9,422.89	16,050.00	16,050.00	12,364.17	16,050.00	37,725.00	37,725.00	37,725.00
297-6100-435.68-80	LICENSES, FEES & PERMITS	.00	.00	100.00	100.00	.00	100.00	.00	.00	.00
297-6100-911.65-00	MEMBERSHIPS	662.50	412.50	1,190.00	1,190.00	512.50	1,190.00	1,190.00	1,190.00	1,190.00
297-6100-911.66-00	REFERENCE MATERIALS	27.95	27.95	100.00	100.00	.00	100.00	.00	.00	.00
297-6100-911.68-80	LICENSES, FEES & PERMITS	.00	.00	300.00	300.00	.00	300.00	300.00	300.00	300.00
297-6100-911.68-90	OTHER OPERATING EXPENSE	502,756.86	536,989.20	1,250.00	1,250.00	.00	1,250.00	15,455.00	15,455.00	15,455.00
*	Other Expenses	503,447.31	537,429.65	2,940.00	2,940.00	512.50	2,940.00	16,945.00	16,945.00	16,945.00
297-6100-980.92-75	BROWNFIELD FUND	465,012.84	464,565.77	475,250.00	475,250.00	464,099.30	464,100.00	475,240.00	486,650.00	498,330.00
*	Transfers Out	465,012.84	464,565.77	475,250.00	475,250.00	464,099.30	464,100.00	475,240.00	486,650.00	498,330.00
297-6100-435.98-00	UNDISTRIBUTED APPROP	.00	.00	.00	62,345.00	.00	62,345.00	.00	.00	.00
*	Undistributed Appropriat	.00	.00	.00	62,345.00	.00	62,345.00	.00	.00	.00
**	EXPENDITURE	1,261,639.63	1,451,255.96	1,164,283.00	1,507,191.00	830,149.14	1,495,381.00	1,263,001.00	1,137,451.00	1,138,621.00
***	EAST DEN DOWNTOWN DEV AUT	435,279.75	578,207.05	185,955.00	528,863.00	111,107.15	483,118.00	237,538.00	46,780.00	9,549.00

PREPARED 04/09/2019, 10:53:31
PROGRAM: GM257U
CITY OF DEARBORN, MICHIGAN

2019 TRIAL BALANCE
AS OF 04/30/2019

PAGE 1
ACCOUNTING PERIOD 10/2019

FUND 297 EAST DBN DOWNTOWN DEV AUT			
ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
101 00 00	CURRENT ASSETS / EQUITY IN POOLED CASH	1,166,417.08	
115 01 00	A/R / MUNICIPAL INVOICES	3,870.00	
170 03 00	OTHER / LT LOANS/NOTE RECEIVABLE	177,034.75	
199 00 00	REVENUE / REVENUE SUMMARY		941,256.29
202 00 00	CURRENT LIABILITIES / VOUCHERS PAYABLE		3,067.50
244 00 00	FUND EQUITY / RESERVE FOR ENCUMBRANCES		236,272.50
249 00 00	FUND EQUITY / FUND BALANCE		1,233,147.18
251 00 00	FUND EQUITY / ENCUMBRANCE SUMMARY	236,272.50	
252 00 00	FUND EQUITY / EXPENDITURE SUMMARY	830,149.14	
	FUND TOTALS	2,413,743.47	2,413,743.47
	FUND IS IN BALANCE		

PREPARED 04/09/2019, 10:53:31
PROGRAM: GM257U
CITY OF DEARBORN, MICHIGAN

TRIAL BALANCE
FOR FISCAL YEAR 2019
AS OF 04/30/2019

PAGE 1
ACCOUNTING PERIOD 10/2019

INDEX TO FUND BALANCES

FUND	FUND NAME	PAGE
297	EAST DBN DOWNTOWN DEV AUT	1

PREPARED 04/09/2019, 10:53:39
 PROGRAM: GM152L
 CITY OF DEARBORN, MICHIGAN

ENCUMBRANCE MASTER LISTING BY ACCOUNT NUMBER

PAGE 1

REPORT INCLUDES UNPOSTED AMOUNTS

ACCOUNT NUMBER				PROJECT	ENCUMBRANCE AMOUNT	LIQUIDATED AMOUNT	OUTSTANDING AMOUNT
P.O. NUM	ENC	DATE	VENDOR#				
19 297-2972-463.34-90							
094909	07/01/18	0008447	W H CANON INC		13,388.00	9,714.00	3,674.00
19 297-6100-435.45-10							
E08006	07/01/18	0011457	REDICO HOLDINGS LLC	A55000	16,831.06		16,831.06
19 297-6100-435.45-20							
E08006	07/01/18	0011457	REDICO HOLDINGS LLC	A55000	137,146.84		137,146.84
19 297-6100-911.34-90							
094106	07/02/18	0013969	POW STRATEGIES INC		68,515.54	66,945.55	1,569.99
094712	07/02/18	0014620	TANNER FRIEDMAN		21,666.00	20,107.50	1,558.50
094909	10/05/18	0008447	W H CANON INC		60,443.00	53,020.00	7,423.00
095666	08/16/18	0012585	CAMPBELL'S CLEANING CO LLC		900.00	675.00	225.00
096023	11/06/18	0014938	PREMIUM LAWN SOLUTIONS		45,000.00	29,347.50	15,652.50
096408	03/16/19	0014620	TANNER FRIEDMAN		18,333.33	8,785.00	9,548.33
			ACCOUNT TOTAL		214,857.87	178,880.55	35,977.32
19 297-6100-911.44-10							
095726	08/29/18	0011937	ARTSPACE PROJECTS INC		10,107.50	7,295.00	2,812.50
19 297-6100-911.51-00							
095163	07/01/18	0015265	OCTANE DESIGN INC		50,143.50	16,563.14	33,580.36
095789	09/14/18	0015201	ROCKET COPY PRINT SHOP INC		485.00	385.00	100.00
095790	09/14/18	0014946	BESHARA		566.50	323.25	243.25
095843	09/28/18	0015236	BRIGHT SKY CREATIVE LLC		800.00		800.00
095861	09/28/18	0014993	IHEART MEDIA		3,750.00	3,744.00	6.00
096011	11/02/18	0014946	BESHARA		573.25	569.75	3.50
096124	12/20/18	0013744	BAMBOOZLES		25.00	20.00	5.00
096296	02/13/19	0015532	M CANTINA		150.00		150.00
096315	02/22/19	0014589	MALKOMEDIA LLC		500.00		500.00
096330	02/26/19	0015236	BRIGHT SKY CREATIVE LLC		120.00		120.00
096333	02/26/19	0012983	HARBOR HOUSE PUBLISHERS		1,237.50		1,237.50
096405	03/16/19	0015038	CTM MEDIA GROUP		2,625.00		2,625.00
			ACCOUNT TOTAL		60,975.75	21,605.14	39,370.61
19 297-6100-911.53-00							
095641	08/13/18	0013538	AT&T / SBS		120.00	34.83	85.17
095642	08/13/18	0004412	SPRINT		150.00		150.00
			ACCOUNT TOTAL		270.00	34.83	235.17
19 297-6100-911.62-40							
094909	10/05/18	0008447	W H CANON INC		12,000.00	11,775.00	225.00
			FUND TOTAL		465,577.02	229,304.52	236,272.50
			GRAND TOTAL		465,577.02	229,304.52	236,272.50

ACCOUNT NUMBER/ ACCOUNT DESCRIPTION	TOTAL PROJECT BUDGET	CURRENT YEAR PROJECT BUDGET	PRIOR YEARS' ACTUAL	CURRENT YEAR'S ACTUAL	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE
PROJECT NAME: A55000 East Dearborn Development				MANAGER: Barry Murray		
				SPONSOR: UNKNOWN		
297-6100-435.34-40	304,326.00	.00	304,325.83	.00	.00	.00
BUILDING DEMOLITION SERV						
297-6100-435.43-00	.00	.00	.00	.00	.00	.00
REPAIR & MAINTENANCE						
297-6100-435.45-10	50,604.00	16,831.00	33,770.94	.00	16,831.06	.06-
ARCHITECT/ENGINEER SVC						
297-6100-435.45-20	816,269.00	137,147.00	679,118.79	.00	137,146.84	.16
CONSTRUCTION CONTRACTOR						
297-6100-435.45-30	55,321.00	.00	55,320.65	.00	.00	.00
ENGINEERING & INSP SERV						
297-6100-435.68-24	81,500.00	.00	81,500.00	.00	.00	.00
SETTLEMENTS EXPENSE						
297-6100-435.98-00	.00	.00	.00	.00	.00	.00
UNDISTRIBUTED APPROP						
297-6100-911.30-90	13,310.00	.00	13,309.89	.00	.00	.00
OTHER PROF. SERVICES						
297-6100-911.34-90	318,156.00	.00	318,155.51	.00	.00	.00
OTHER SERVICES						
EXPENSE TOTAL	1,639,486.00	153,978.00	1,485,501.61	.00	153,977.90	.10
FUND 297 TOTAL	1,639,486.00	153,978.00	1,485,501.61	.00	153,977.90	.10
PROJECT TOTAL	1,639,486.00	153,978.00	1,485,501.61	.00	153,977.90	.10

PREPARED 4/09/19, 10:53:59
PROGRAM DM189L

CITY OF DEARBORN, MICHIGAN

PROJECT BUDGET REPORT FOR F/Y 2019 FUND 297 PROJECT

PAGE 2
ALL ACTIVE ONLY

ACCOUNT NUMBER/ ACCOUNT DESCRIPTION	TOTAL PROJECT BUDGET	CURRENT YEAR PROJECT BUDGET	PRIOR YEARS' ACTUAL	CURRENT YEAR'S ACTUAL	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE

PROJECT NAME: M20006 E Dbn Pkg Master Dsgn Pln MANAGER: Barry Murray SPONSOR: UNKNOWN						
297-6100-435.45-10	334,199.00	42,670.00	291,528.02	.00	.00	42,670.00
ARCHITECT/ENGINEER SVC						
297-6100-435.45-20	50,000.00	638.00	49,362.00	.00	.00	638.00
CONSTRUCTION CONTRACTOR						
297-6100-435.45-30	101.00	.00	100.50	.00	.00	.00
ENGINEERING & INSP SERV						
297-6100-435.98-00	5,694.00	5,694.00	.00	.00	.00	5,694.00
UNDISTRIBUTED APPROP						

EXPENSE TOTAL	389,994.00	49,002.00	340,990.52	.00	.00	49,002.00
=====						

FUND 297 TOTAL	389,994.00	49,002.00	340,990.52	.00	.00	49,002.00
=====						

PROJECT TOTAL	389,994.00	49,002.00	340,990.52	.00	.00	49,002.00
=====						

PREPARED 4/09/19, 10:53:59
PROGRAM DM189L

CITY OF DEARBORN, MICHIGAN

PROJECT BUDGET REPORT FOR F/Y 2019 FUND 297 PROJECT

PAGE 3
ALL ACTIVE ONLY

ACCOUNT NUMBER/ ACCOUNT DESCRIPTION	TOTAL PROJECT BUDGET	CURRENT YEAR PROJECT BUDGET	PRIOR YEARS' ACTUAL	CURRENT YEAR'S ACTUAL	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE

PROJECT NAME: M20017 EDDDA Prking Lot Reconstr MANAGER: Michael Bewick, Exec Dir SPONSOR: N/A						
297-6100-911.68-90 OTHER OPERATING EXPENSE	.00	.00	.00	.00	.00	.00
EXPENSE TOTAL	.00	.00	.00	.00	.00	.00
=====						
FUND 297 TOTAL	.00	.00	.00	.00	.00	.00
=====						
PROJECT TOTAL	.00	.00	.00	.00	.00	.00
=====						

PREPARED 4/09/19, 10:53:59
PROGRAM DM189L

CITY OF DEARBORN, MICHIGAN

PROJECT BUDGET REPORT FOR F/Y 2019 FUND 297 PROJECT

PAGE 4
ALL ACTIVE ONLY

ACCOUNT NUMBER/ ACCOUNT DESCRIPTION	TOTAL PROJECT BUDGET	CURRENT YEAR PROJECT BUDGET	PRIOR YEARS' ACTUAL	CURRENT YEAR'S ACTUAL	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE

PROJECT NAME: Q99999 Street Infrastr Reserve						
MANAGER: Reserve for Future Use						
SPONSOR: UNKNOWN						
297-6100-435.98-00	.00	.00	.00	.00	.00	.00
UNDISTRIBUTED APPROP						
EXPENSE TOTAL	.00	.00	.00	.00	.00	.00
	=====	=====	=====	=====	=====	=====
FUND 297 TOTAL	.00	.00	.00	.00	.00	.00
	=====	=====	=====	=====	=====	=====
PROJECT TOTAL	.00	.00	.00	.00	.00	.00
	=====	=====	=====	=====	=====	=====

PREPARED 4/09/19, 10:53:59
PROGRAM DM189L

CITY OF DEARBORN, MICHIGAN

PROJECT BUDGET REPORT FOR F/Y 2019 FUND 297 PROJECT

PAGE 5
ALL ACTIVE ONLY

ACCOUNT NUMBER/ ACCOUNT DESCRIPTION	TOTAL PROJECT BUDGET	CURRENT YEAR PROJECT BUDGET	PRIOR YEARS' ACTUAL	CURRENT YEAR'S ACTUAL	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE

PROJECT NAME: Z77100 Michigan Main Street Prgm MANAGER: Michael J Boettcher SPONSOR: N/A						
297-6100-365.90-00 DONATIONS FROM PRIV SOURC	.00	.00	100.00	.00	.00	.00
REVENUE TOTAL	.00	.00	100.00	.00	.00	.00
=====						
FUND 297 TOTAL	.00	.00	100.00	.00	.00	.00
=====						
PROJECT TOTAL	.00	.00	100.00-	.00	.00	.00
=====						

ACCOUNT NUMBER/ ACCOUNT DESCRIPTION	TOTAL PROJECT BUDGET	CURRENT YEAR PROJECT BUDGET	PRIOR YEARS' ACTUAL	CURRENT YEAR'S ACTUAL	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE

PROJECT NAME: Z77620 Artspace Endeavor						
MANAGER: Michael Bewick, Exec Dir						
SPONSOR: UNKNOWN						
297-0000-330.01-90	140,000.00	.00	140,000.00	.00	.00	.00
OTHER						
297-0000-391.92-76	.00	.00	.00	.00	.00	.00
DESIGNATED PURPOSES FUND						
297-6100-330.01-90	166,832.00	.00	166,832.00	.00	.00	.00
OTHER						
297-6100-365.90-00	345,000.00	.00	345,000.00	.00	.00	.00
DONATIONS FROM PRIV SOURC						
REVENUE TOTAL	651,832.00	.00	651,832.00	.00	.00	.00
=====	=====	=====	=====	=====	=====	=====
297-6100-435.30-90	346,875.00	.00	346,875.00	.00	.00	.00
OTHER PROF. SERVICES						
297-6100-435.34-40	169,354.00	2,522.00	166,832.00	.00	.00	2,522.00
BUILDING DEMOLITION SERV						
297-6100-435.45-10	155,006.00	755.00	154,250.00	.00	.00	755.00
ARCHITECT/ENGINEER SVC						
297-6100-435.68-80	1,350.00	.00	1,350.00	.00	.00	.00
LICENSES, FEES & PERMITS						
297-6100-435.98-00	56,651.00	56,651.00	.00	.00	.00	56,651.00
UNDISTRIBUTED APPROP						
297-6100-911.30-90	17,500.00	.00	17,500.00	.00	.00	.00
OTHER PROF. SERVICES						
297-6100-911.34-90	56,500.00	.00	56,500.00	.00	.00	.00
OTHER SERVICES						
297-6100-911.51-00	2,928.00	.00	2,927.37	.00	.00	.00
COMMUNITY PROMOTION						
297-6100-911.58-10	1,269.00	.00	1,269.12	.00	.00	.00
STAFF TRAINING & TRAN EXP						
EXPENSE TOTAL	807,433.00	59,928.00	747,503.49	.00	.00	59,928.00
=====	=====	=====	=====	=====	=====	=====
FUND 297 TOTAL	1,459,265.00	59,928.00	1,399,335.49	.00	.00	59,928.00
=====	=====	=====	=====	=====	=====	=====
PROJECT TOTAL	155,601.00	59,928.00	95,671.49	.00	.00	59,928.00
=====	=====	=====	=====	=====	=====	=====

Fund	Dpt/Div	Activity	Ele	Obj	Description	Period 9	Period 10	Differeoce
					REVENUES:	3/11/2019	43,564.00	
296	0000	311	40	00	Property Tax Capture	\$ 594,136	\$ 819,274.65	\$ (225,138.65)
296	0000	330	05	14	State, Local Community Stabilization Authority	25,313	25,313.00	-
296	0000	361	10	05	Interest Income	7,919	12,629.00	(4,710.00)
296	6100	365	90	00	Donations from Private Sources	38,030	38,030.00	-
296	0000	369	90	00	Miscellaneous Income	6,194	6,194.00	-
296	6110	369	90	00	Miscellaneous Income - Farmer's Market Fees & Donations	1,830	3,330.00	(1,500.00)
296	0000	369	91	01	Contribution from General Fund	35,400	39,825.00	(4,425.00)
296	6110	330	01	00	Federal Grant- Farmer's Market	1,424	1,424.00	-
					Sub Total Revenues	\$ 710,246	946,019.65	(235,773.65)
					Total Revenues:	\$ 710,246	\$ 946,019.65	\$ (235,773.65)
					EXPENDITURES:			
296	6100	435	30	90	Other Professional Services	\$ -	\$ -	\$ -
296	6100	911	10	20	Salaries & Wages-Part Time	81	81.12	(0.12)
296	6100	911	22	00	FICA/Medicare, City Share	6	6.20	(0.20)
296	2972	463	34	90	Sanitation Contractual Services	10,080	10,080.00	-
296	6100	911	26	00	Workers Comp. Contribution	-	0.05	(0.05)
296	6100	911	30	40	Audit Services	382	382.00	-
296	6100	911	30	90	Other Professional Services (office fees)	-	-	-
296	6100	911	34	51	Admin/Management (City Services)	-	-	-
296	6100	911	34	90	Contract Services	205,388	222,435.23	(17,047.23)
296	6110	911	34	90	Contractual Services- Farmer's Market	8,173	8,173.04	(0.04)
296	6100	911	44	10	Building Rental	8,198	8,197.50	0.50
296	6100	911	45	25	Construction Material/Supplies	-	-	-
296	6100	911	51	00	Community Promotion	155,129	161,186.94	(6,057.94)
296	6100	911	52	10	Insurance & Bonds	1,776	1,998.00	(222.00)
296	6100	911	58	10	Training & Transportation	1,240	1,239.60	0.40
296	6100	911	60	10	Office Supplies	433	435.16	(2.16)
296	6100	911	62	00	Repair & Maintenance Supplies	-	-	-
296	6100	911	62	40	Planting Materials	4,021	4,020.99	0.01
296	6100	911	65	00	Memberships	338	512.50	(174.50)
296	6100	911	68	90	Other Operating Expenses	-	-	-
296	6100	980	92	75	Transfer - Brownfield Redevelopment Authority	-	132,939.82	(132,939.82)
					Sub-total Operations	\$ 395,245	\$ 551,688.15	\$ (156,443.15)
					Total Expenditures:	\$ 395,245	\$ 551,688.15	\$ (156,443.15)
					Revenues Over (Under) Expenditures:	\$ 315,001	\$ 394,331.50	\$ (79,330.50)

April												line
GR	PO	Period	FY	Post Date	Payment	Description 1	Description 2	Amount	Date	Line		
7838	95666	9	19	3/1/2019	22043	CAMPBELL'S CLEANING CO LLC	MISCELLANEOUS SERVICES,NO	75.00	3/12/2019	131		
7841	95666	9	19	11/1/2018	21930	CAMPBELL'S CLEANING CO LLC	MISCELLANEOUS SERVICES,NO	75.00	3/12/2019	131		
8750	95666	10	19	4/1/2019	0	CAMPBELL'S CLEANING CO LLC	MISCELLANEOUS SERVICES,NO	75.00	4/9/2019	131		
								Total	225.00			
7775	94106	9	19	3/2/2019	21936	POW STRATEGIES INC	MISCELLANEOUS SERVICES,NO	-	3/11/2019			
7775	94106	9	19	3/2/2019	21936	POW STRATEGIES INC	Design & Planning Mgt	500.00		124		
7775	94106	9	19	3/2/2019	21936	POW STRATEGIES INC	Event Mgt	1,162.50		125		
7775	94106	9	19	3/2/2019	21936	POW STRATEGIES INC	Operations Mgt	1,289.58		123		
7775	94106	9	19	3/2/2019	21936	POW STRATEGIES INC	Exe Dir	3,833.00		122		
7775	94106	9	19	3/2/2019	21936			Total	6,785.08			
8030	96022	9	19	1/22/2019	368050	PREMIUM LAWN SOLUTIONS	PUBLICWORKS&RELATED SERV	1,250.00	3/18/2019	77		
8148	96408	9	19	2/28/2019	22058	TANNER FRIEDMAN	CONSULTING SERVICES	5,792.50	3/20/2019	126		
8694	96408	10	19	3/31/2019	0	TANNER FRIEDMAN	CONSULTING SERVICES	2,992.50	4/8/2019	126		
								Total	8,785.00		126	
								17,045.08				
7953		9	19	2/13/2019	32019	COMERICA BANK- Rest Week	FACEBK*CANMZJ6MY2RESTAURANT WEEK	375.00	3/20/2019	112		
7953		9	19	2/1/2019	32019	COMERICA BANK- Rest Week	FACEBK*BJ9XRJSMY2RESTAURANT WEEK	83.07	3/20/2019	112		
7840	96316	9	19	1/30/2019	367905	THE HENRY FORD	COMMUNICATIONS&MEDIA RELA	5,600.00	3/12/2019			
								6,058.07				
7953		9	19	2/1/2019	32019	COMERICA BANK- Officemax/Office Dept #5	FILE FOLDERS	1.87	3/20/2019	112		
7796	B02386	9	19	3/12/2019	367936	National Main Street Center 2-28-19 - 2/28/20 dues - Cristina Sheppard Decius		175.00	3/15/2019	132		

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 PROGRAM 0601L
 PREPARED BY Buffone, Maria

MBREFB

BUDGET PREPARATION WORKSHEET FY2019
 FOR FISCAL YEAR 2020
 Monthly Financial Reporting

PAGE 1
 ACCOUNTING PERIOD 10/2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY17 ACTUAL	FY18 ACTUAL	ORIGINAL BUDGET	FY19 ADJUSTED BUDGET	FY19 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2020 Budget Request	FY2021 Budget Request	FY2022 Budget Request
WEST DEN DOWNTOWN DEV AUT										
296-0000-311.40-00	DEVELOPMENT AUTHORITIES	531,015.42-	615,965.88-	657,820.00-	657,820.00-	819,274.65-	723,620.00-	740,930.00-	758,710.00-	776,920.00-
296-0000-330.05-14	LOC COMM STABIL SHARE APP	18,517.56-	12,331.53-	13,110.00-	13,110.00-	25,312.80-	25,313.00-	25,320.00-	25,320.00-	25,320.00-
296-6110-330.01-90	OTHER	.00	.00	.00	.00	1,424.00-	1,500.00-	1,000.00-	1,000.00-	1,000.00-
296-0000-361.10-05	INTEREST-CURRENT	3,495.19-	9,785.66-	9,183.00-	9,183.00-	12,629.35-	19,993.00-	20,698.00-	20,888.00-	21,085.00-
296-6100-365.90-00	DONATIONS FROM PRIV SOURC	10,550.00-	88,741.75-	75,000.00-	50,500.00-	38,029.52-	51,500.00-	83,500.00-	233,500.00-	233,500.00-
296-0000-369.90-00	OTHER	7,845.28-	.00	.00	.00	6,193.62-	.00	.00	.00	.00
296-6110-369.90-00	OTHER	.00	12,900.00-	.00	23,500.00-	3,330.00-	23,500.00-	23,500.00-	23,500.00-	23,500.00-
296-0000-391.91-01	CONTR FROM GENERAL FUND	2,450.00-	39,102.25-	53,100.00-	53,100.00-	39,825.00-	53,100.00-	35,000.00-	35,090.00-	35,180.00-
*		573,873.45-	778,827.07-	808,213.00-	808,213.00-	946,018.94-	898,526.00-	929,948.00-	1,098,008.00-	1,116,505.00-
**	REVENUE	573,873.45-	778,827.07-	808,213.00-	808,213.00-	946,018.94-	898,526.00-	929,948.00-	1,098,008.00-	1,116,505.00-
296-6100-911.10-20	WAGES, PART TIME/SEASONAL	4,924.60	4,829.76	.00	82.00	81.12	81.00	.00	.00	.00
*	Salary,Wages,Allowance	4,924.60	4,829.76	.00	82.00	81.12	81.00	.00	.00	.00
296-6100-911.22-00	FICA/MEDICARE, CITY SHARE	376.78	369.48	.00	7.00	6.20	6.00	.00	.00	.00
296-6100-911.26-00	WORKERS COMP CONTRIB.	3.19	3.10	.00	.00	.05	.00	.00	.00	.00
*	Personnel Svcs-Benefits	379.97	372.58	.00	7.00	6.25	6.00	.00	.00	.00
296-2972-463.34-90	OTHER SERVICES	.00	22,152.25	43,825.00	43,825.00	10,080.00	43,825.00	25,920.00	25,920.00	25,920.00
296-6100-911.30-40	AUDIT SERVICE	446.90	329.28	382.00	382.00	382.00	382.00	400.00	400.00	400.00
296-6100-911.30-90	OTHER PROF. SERVICES	134.95	.00	1,500.00	1,115.00	100.00	1,490.00	.00	.00	.00
296-6100-911.34-90	OTHER SERVICES	236,880.55	253,616.45	426,255.00	432,145.00	222,435.23	432,234.00	499,826.00	518,826.00	515,326.00
296-6110-911.34-90	OTHER SERVICES	.00	5,089.13	.00	20,000.00	8,173.04	20,000.00	22,000.00	22,000.00	22,000.00
*	Services-Prof&Contractual	237,462.40	281,187.11	471,962.00	497,467.00	241,170.27	497,931.00	548,146.00	567,146.00	563,646.00
296-6100-911.43-82	COPIERS R & M	.00	.00	.00	375.00	181.37	375.00	375.00	375.00	375.00
*	Repair & Maint Services	.00	.00	.00	375.00	181.37	375.00	375.00	375.00	375.00
296-6100-911.44-10	BUILDING RENTAL	.00	.00	11,000.00	11,010.00	8,197.50	11,010.00	11,010.00	11,010.00	11,010.00
*	Rentals	.00	.00	11,000.00	11,010.00	8,197.50	11,010.00	11,010.00	11,010.00	11,010.00
296-6100-911.51-00	COMMUNITY PROMOTION	113,474.15	137,110.37	292,780.00	458,780.00	161,186.94	458,780.00	341,345.00	235,345.00	234,545.00
*	Community Promotion	113,474.15	137,110.37	292,780.00	458,780.00	161,186.94	458,780.00	341,345.00	235,345.00	234,545.00
296-6100-911.52-10	GENERAL INSURANCE	700.00	2,985.00	2,670.00	2,670.00	1,998.00	2,670.00	3,730.00	3,900.00	4,070.00
*	Insurance & Bonds	700.00	2,985.00	2,670.00	2,670.00	1,998.00	2,670.00	3,730.00	3,900.00	4,070.00

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 PROGRAM GM601L
 PREPARED BY Buffone, Maria

MBREFB

BUDGET PREPARATION WORKSHEET FY2019
 FOR FISCAL YEAR 2020
 Monthly Financial Reporting

PAGE 2
 ACCOUNTING PERIOD 10/2019

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY17 ACTUAL	FY18 ACTUAL	ORIGINAL BUDGET	FY19 ADJUSTED BUDGET	FY19 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2020 Budget Request	FY2021 Budget Request	FY2022 Budget Request
296-6100-911.58-10	STAFF TRAINING & TRAN EXP	4,896.12	2,568.93	4,500.00	4,500.00	1,239.60	4,500.00	3,500.00	3,500.00	4,500.00
*	Training & Transportation	4,896.12	2,568.93	4,500.00	4,500.00	1,239.60	4,500.00	3,500.00	3,500.00	4,500.00
296-6100-911.60-10	OFFICE SUPPLIES	61.91	692.87	1,950.00	1,950.00	435.16	1,950.00	4,125.00	4,125.00	4,125.00
296-6100-911.61-90	EQUIPMENT - NON CAPITAL	.00	.00	.00	.00	.00	.00	18,600.00	18,600.00	18,600.00
296-6100-911.62-00	REPAIR & MAINT SUPPLIES	.00	.00	10,000.00	10,000.00	.00	10,000.00	.00	.00	.00
296-6100-911.62-40	PLANTING MATERIALS	4,230.00	8,276.34	15,000.00	24,021.00	4,020.99	24,021.00	30,000.00	30,000.00	30,000.00
*	Supplies & Materials	4,291.91	8,969.21	26,950.00	35,971.00	4,456.15	35,971.00	52,725.00	52,725.00	52,725.00
296-6100-911.65-00	MEMBERSHIPS	412.50	412.50	938.00	938.00	512.50	938.00	940.00	940.00	940.00
296-6100-911.68-90	OTHER OPERATING EXPENSE	150,000.00	150,000.00	1,250.00	1,250.00	.00	1,250.00	1,250.00	1,250.00	1,250.00
*	Other Expenses	150,412.50	150,412.50	2,188.00	2,188.00	512.50	2,188.00	2,190.00	2,190.00	2,190.00
296-6100-980.92-75	BROWNFIELD FUND	21,353.68	119,900.03	150,610.00	150,610.00	132,939.82	132,940.00	235,220.00	241,830.00	248,600.00
*	Transfers Out	21,353.68	119,900.03	150,610.00	150,610.00	132,939.82	132,940.00	235,220.00	241,830.00	248,600.00
**	EXPENDITURE	537,895.33	708,335.49	962,660.00	1,163,660.00	551,969.52	1,146,452.00	1,198,241.00	1,118,021.00	1,121,661.00
***	WEST DEN DOWNTOWN DEV AUT	35,978.12-	70,491.58-	154,447.00	355,447.00	394,049.42-	247,926.00	268,293.00	20,013.00	5,156.00

PREPARED 04/09/2019, 10:52:29
PROGRAM: GM257U
CITY OF DEARBORN, MICHIGAN

2019 TRIAL BALANCE
AS OF 04/30/2019

PAGE 1
ACCOUNTING PERIOD 10/2019

FUND 296 WEST DBN DOWNTOWN DEV AUT			
ACCOUNT	ACCOUNT DESCRIPTION	DEBIT BALANCE	CREDIT BALANCE
101 00 00	CURRENT ASSETS / EQUITY IN POOLED CASH	1,097,574.86	
115 01 00	A/R / MUNICIPAL INVOICES	7,065.00	
199 00 00	REVENUE / REVENUE SUMMARY		946,018.94
202 00 00	CURRENT LIABILITIES / VOUCHERS PAYABLE		3,067.50
244 00 00	FUND EQUITY / RESERVE FOR ENCUMBRANCES		286,021.22
249 00 00	FUND EQUITY / FUND BALANCE		707,522.94
251 00 00	FUND EQUITY / ENCUMBRANCE SUMMARY	286,021.22	
252 00 00	FUND EQUITY / EXPENDITURE SUMMARY	551,969.52	
	FUND TOTALS	1,942,630.60	1,942,630.60
	FUND IS IN BALANCE		

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PROGRAM: GM257U
CITY OF DEARBORN, MICHIGAN

TRIAL BALANCE
FOR FISCAL YEAR 2019
AS OF 04/30/2019

PAGE 1
ACCOUNTING PERIOD 10/2019

INDEX TO FUND BALANCES

FUND	FUND NAME	PAGE
296	WEST DBN DOWNTOWN DEV AUT	1

REPORT INCLUDES UNPOSTED AMOUNTS

ACCOUNT NUMBER				PROJECT	ENCUMBRANCE	LIQUIDATED	OUTSTANDING
P.O. NUM	ENC DATE	VENDOR#			AMOUNT	AMOUNT	AMOUNT
<hr/>							
19 296-2972-463.34-90							
094943	10/05/18	0015155	FAIRLANE GROUNDS		25,920.00	10,080.00	15,840.00
19 296-6100-911.34-90							
094106	07/02/18	0013969	POW STRATEGIES INC		75,714.54	74,144.55	1,569.99
094712	07/02/18	0014620	TANNER FRIEDMAN		21,666.00	20,107.50	1,558.50
094943	10/05/18	0015155	FAIRLANE GROUNDS		166,884.00	84,443.78	82,440.22
095666	08/16/18	0012585	CAMPBELL'S CLEANING CO LLC		900.00	675.00	225.00
096022	11/06/18	0014938	PREMIUM LAWN SOLUTIONS		45,000.00	27,290.25	17,709.75
096408	03/16/19	0014620	TANNER FRIEDMAN		18,333.33	8,785.00	9,548.33
			ACCOUNT TOTAL		328,497.87	215,446.08	113,051.79
19 296-6100-911.44-10							
095726	08/29/18	0011937	ARTSPACE PROJECTS INC		10,107.50	7,295.00	2,812.50
19 296-6100-911.51-00							
095023	07/02/18	0079035	SWANK MOTION PICTURES		85.00		85.00
095138	07/09/18	0015098	LEADER PRINTING AND MAILING LLC		49.50		49.50
095163	07/01/18	0015265	OCTANE DESIGN INC	185,143.50		58,723.86	126,419.64
095789	09/14/18	0015201	ROCKET COPY PRINT SHOP INC		485.00	385.00	100.00
095790	09/14/18	0014946	BESHARA		566.50	323.25	243.25
095843	09/28/18	0015236	BRIGHT SKY CREATIVE LLC		800.00		800.00
095854	09/28/18	0015386	NAYELI GLITZ		323.00	70.00	253.00
095861	09/28/18	0014993	IHEART MEDIA	3,750.00		3,744.00	6.00
095916	10/11/18	0014939	VISUAL RONIN MEDIA LLC		200.00		200.00
096011	11/02/18	0014946	BESHARA		573.25	569.75	3.50
096019	11/05/18	0014948	BRITTEN INC	1,400.00		1,134.74	265.26
096124	12/20/18	0013744	BAMBOOZLES		25.00	20.00	5.00
096295	02/13/19	0031729	GAIL & RICE PRODUCTIONS INC	2,750.00		1,375.00	1,375.00
096315	02/22/19	0014589	MALKOMEDIA LLC		500.00		500.00
096330	02/26/19	0015236	BRIGHT SKY CREATIVE LLC		120.00		120.00
096333	02/26/19	0012983	HARBOR HOUSE PUBLISHERS	1,237.50			1,237.50
096405	03/16/19	0015038	CTM MEDIA GROUP		2,625.00		2,625.00
			ACCOUNT TOTAL	200,633.25		66,345.60	134,287.65
19 296-6100-911.62-40							
094943	10/05/18	0015155	FAIRLANE GROUNDS		24,021.00	4,020.99	20,000.01
19 296-6110-911.34-90							
095199	07/02/18	0011424	BRENDELS SEPTIC TANK SERVICE LLC		1,279.56	1,250.29	29.27
			FUND TOTAL		590,459.18	304,437.96	286,021.22
			GRAND TOTAL		590,459.18	304,437.96	286,021.22

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PROGRAM DM189L

CITY OF DEARBORN, MICHIGAN

PROJECT BUDGET REPORT FOR F/Y 2019 FUND 296 PROJECT

PAGE 1
ALL ACTIVE ONLY

ACCOUNT NUMBER/ ACCOUNT DESCRIPTION	TOTAL PROJECT BUDGET	CURRENT YEAR PROJECT BUDGET	PRIOR YEARS' ACTUAL	CURRENT YEAR'S ACTUAL	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE
	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====
FUND 000 TOTAL	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====
PROJECT TOTAL	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====	----- .00 =====

**DDDA's
ADOPTED
RESOLUTIONS
MARCH 2019**

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Ladies Night Event 2019 (I)

Date Adopted: 03/21/19

Moved by: Chair Scott Saionz

Seconded by: Vice Chair Dan Merritt

- WHEREAS:** The EDDDA and WDDDA are planning the Ladies Night Event on May 1, 2019, in both downtown districts to highlight the retail shopping experience in Downtown Dearborn; and
- WHEREAS:** The EDDDA and WDDDA reviewed and rejected a projected budget of \$6,755 in expenditures and \$2000 in income for Ladies Night to be shared equally between the EDDDA and WDDDA; and
- WHEREAS:** The EDDDA and WDDDA approved a budget of \$1,855 for Ladies Night at the January 17, 2019 board meeting which did not include funds for radio promotion; and
- WHEREAS:** The EDDDA and WDDDA will again review the projected budget of \$6,755 in expenditures and \$2,000 in income for Ladies Night, which includes an allocation of \$5,000 split between the EDDDA and WDDDA for radio promotion; and
- WHEREAS:** The EDDDA has concerns with the costs of Ladies Night compared to the turnout in the EDDDA district. Some East District businesses reported not receiving any new customers or business as a result of the event; and
- WHEREAS:** The EDDDA Board believes the additional costs of Ladies Night would not be beneficial to the business within the district; be it
- RESOLVED:** The EDDDA will not fund the additional cost (\$2,500) for radio promotions for Ladies Night, but will yield the decision on radio promotion expenditures to the WDDDA; be it further
- RESOLVED:** The EDDDA continues to support the original authorization of \$1,855.00 for other Ladies Night expenses with the expectation that details of the event will be reviewed in the future to be more beneficial to more businesses in the district.

Yes: Scott Saionz, Dan Merritt, Mark Guido, Jay Kruz, Mayor Jack O'Reilly, Kal Turfah, Jan Cislo, Mary O'Bryan

No:

Abstained:

Absent: Judith McNeeley, Joseph Bojovic

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Reconsideration of Ladies Night Event 2019

Date Adopted: 03/21/19

Moved by: Chair Scott Saionz

Seconded by: Director Mary O'Bryan

WHEREAS: The EDDDA and WDDDA approved a budget of \$1,855 for Ladies Night at the January 17, 2019 board meeting which did not include funds for radio promotion; and

WHEREAS: The EDDDA and WDDDA reviewed the projected budget of \$6,755 in expenditures and \$2,000 in income for Ladies Night, which includes an allocation of \$5,000 split between the EDDDA and WDDDA for radio promotion; and

RESOLVED: The EDDDA voted not fund the additional cost (\$2,500) for radio promotions for Ladies Night, but continued to support the original authorization of \$1,855.00 for other Ladies Night expenses; and

WHEREAS: The WDDDA voted to approve an expenditure of \$2,500 for radio promotions, which would cover ½ of the cost of radio promotions; and

WHEREAS: The EDDDA believes in the importance of supporting events that generate traffic in both districts and believes in working with the WDDDA to support joint events; be it

RESOLVED: The EDDDA will reconsider the Ladies Night 2019 Amendment with additional costs for radio promotions.

Yes: Scott Saionz, Dan Merritt, Mark Guido, Jay Kruz, Mayor Jack O'Reilly, Kal Turfah, Jan Cislo, Mary O'Bryan

No:

Abstained:

Absent: Judith McNeeley, Joseph Bojovic

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Ladies Night Event 2019 (II)

Date Adopted: 03/21/19

Moved by: Vice Chair Dan Merritt

Seconded by: Secretary-Treasurer Jay Kruz

WHEREAS: The EDDDA previously voted against additional funding of Ladies Night but have now passed a motion to reconsider; and

WHEREAS: The WDDDA and EDDDA recognize the benefit of Marketing and Promoting businesses and activities in the District; and

WHEREAS: The EDDDA and WDDDA are planning the Ladies Night Event on May 1, 2019, in both downtown districts to highlight the retail shopping experience in Downtown Dearborn; and

WHEREAS: The EDDDA and WDDDA reviewed and rejected a projected budget of \$6,755 in expenditures and \$2000 in income for Ladies Night to be shared equally between the EDDDA and WDDDA; and

WHEREAS: The EDDDA and WDDDA approved a budget of \$1,855 for Ladies Night at the January 17, 2019 board meeting which did not include funds for radio promotion; and

WHEREAS: The benefit to promoting this event via radio would be beneficial to participation; and

WHEREAS: The EDDDA and WDDDA will again review the projected budget of \$6,755 in expenditures and \$2,000 in income for Ladies Night, which includes an allocation of \$5,000 split between the EDDDA and WDDDA for radio promotion; be it

RESOLVED:

1. That the EDDDA obligates \$3,377.50 in expenditures for the Ladies Night event from the Community Promotions Budget # 297-6100-911-51-00 for FYE2019; and
2. The EDDDA will acknowledge receipt of funds for the Ladies Night event up to \$1000 in FYE2019.

3. The EDDDA Executive Director is authorized to administer, sign contracts and expend the funds for the 2019 Ladies Night event as presented; and be it further

RESOLVED: The EDDDA passes this motion with the expectation the that details of the Ladies Night event will be reviewed in the future to be more beneficial to more businesses in the district.

Vendor	Purpose	Amount
Live Entertainment TBD	Live music for Artspace	\$ 300.00
Beshara Printing	Posters and brochure	\$ 330.00
Malko Media	banners	\$ 150.00
Oriental Trading	lei's for participants	\$ 100.00
Facebook via POW! Strategies	Social Media	\$200.00
Sarieni Photography	photography	\$ 500.00
iHeart	Radio Advertising	\$5000.00
Misc. Supplies	Badges, leis, refreshments, décor	\$275.00

Yes: Dan Merritt, Jay Kruz, Scott Saionz, Mark Guido, Kal Turfah, Janice Cislo, Mayor Jack O'Reilly, Mary O'Bryan

No:

Abstained:

Absent: Judith McNeeley, Joseph Bojovic

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

FYE 2020-22 BUDGET

Adopted on: 3/21/19
Moved by: Secretary-Treasurer Jay Kruz
Seconded by: Director Jan Cislo

WHEREAS: Section 28 of Public Act 197 of 1975, Public Act 57 of 2018 requires that the Directors of the East Dearborn Downtown Development Authority (EDDDA) prepare and submit an operating budget for the EDDDA each year; and

WHEREAS: The City of Dearborn has now implemented the submission of a 3-year budget which the EDDDA along with other City of Dearborn departments will adopt; and

WHEREAS: The EDDDA fund balance, along with projected FYE 2020-2022 revenues, is sufficient to support the proposed budget; be it

RESOLVED: That unexpended FYE2019 appropriations shall be carried forward for completion of EDDDA activities initiated by June 30, 2019; and be it further

RESOLVED: That the EDDDA approves the attached FYE 2020-2022 budget to be submitted to the Dearborn City Council for adoption.

Yes: Jay Kruz, Jan Cislo, Mary O'Bryan, Kamal Turfah, Mark Guido, Mayor Jack O'Reilly, Dan Merritt, Scott Saionz

No:

Abstained:

Absent: Judith McNeeley, Joseph Bojovic

Date:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

FYE 2020-22 BUDGET

Adopted: 3/21/19
Moved by: Vice Chair Jim Jernigan
Seconded by: Director Thomas Clark

WHEREAS: Section 28 of Public Act 197 of 1975, Public Act 57 of 2018 requires that the Directors of the West Dearborn Downtown Development Authority (WDDDA) prepare and submit an operating budget for the WDDDA each year; and

WHEREAS: The City of Dearborn has now implemented the submission of a 3-year budget which the WDDDA along with other City of Dearborn departments will adopt; and

WHEREAS: The WDDDA fund balance, along with projected FYE 2020-2022 revenues, is sufficient to support the proposed budget; be it

RESOLVED: That unexpended FYE2019 appropriations shall be carried forward for completion of WDDDA activities initiated by June 30, 2019; and be it further

RESOLVED: That the WDDDA approves the attached FYE 2020-2022 budget to be submitted to the Dearborn City Council for adoption.

Yes: Jim Jernigan, Tom Clark, Audrey Ralko, Jackie Lovejoy, Sam Abbas, Mayor Jack O'Reilly, Mark Guido, John McWilliams

No:

Abstained:

Absent: Karen Nigosian, Mohammed Hider

Date:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Jay Kruz Reimbursement, Winterfest 2018

Date Adopted: 3/21/2019

Moved by: Director Mark Guido

Seconded by: Director Jan Cislo

WHEREAS: The EDDDA and WDDDA jointly promote and organize events to drive consumer traffic to the districts and create a vibrant community during the holidays; and

WHEREAS: The EDDDA Board, at its October 18, 2018 meeting, authorized an amount not to exceed \$5,750.00 for the production and promotion of the 2018 Winterfest Market from Community Promotions Fund/ Holiday Promotions, # 297-6100-911-51-00; and

WHEREAS: Director Jay Kruz purchased lighting materials necessary for Winterfest totaling \$48.83; therefore, be it

RESOLVED: the EDDDA director is authorized to issue a reimbursement to Jay Kruz in the amount of \$48.83 from Community Promotions Fund 297-6100-911-51-00.

Yes: Mark Guido, Jan Cislo, Scott Saionz, Dan Merritt, Major Jack O'Reilly, Kamal Turfah, Mary O'Bryan,

No:

Abstained: Jay Kruz

Absent: Judith McNeeley, Joseph Bojovic

Adopted: Yes

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Ladies Night Event 2019

Adopted on: 3/21/19

Moved by: Vice Chair Jim Jernigan

Seconded by: Director Tom Clark

WHEREAS: The WDDDA and EDDDA recognize the benefit of Marketing and Promoting businesses and activities in the District; and

WHEREAS: The EDDDA and WDDDA are planning the Ladies Night Event on May 1, 2019, in both downtown districts to highlight the retail shopping experience in Downtown Dearborn; and

WHEREAS: The EDDDA and WDDDA reviewed and rejected a projected budget of \$6,755 in expenditures and \$2000 in income for Ladies Night to be shared equally between the EDDDA and WDDDA; and

WHEREAS: The EDDDA and WDDDA approved a budget of \$1,855 for Ladies Night at the January 17, 2019 board meeting which did not include funds for radio promotion; and

WHEREAS: The benefit to promoting this event via radio would be beneficial to participation; and

WHEREAS: The EDDDA and WDDDA will again review the projected budget of \$6,755 in expenditures and \$2,000 in income for Ladies Night, which includes an allocation of \$5,000 split between the EDDDA and WDDDA for radio promotion; be it

RESOLVED:

1. That the WDDDA obligates \$3,377.50 in expenditures for the Ladies Night event from the Community Promotions Budget # 296-6100-911-51-00 for FYE2019; and
2. The WDDDA will acknowledge receipt of funds for the Ladies Night event up to \$1000 in FYE2019.

3. The WDDDA Executive Director is authorized to administer, sign contracts and expend the funds for the 2019 Ladies Night event as presented.

Vendor	Purpose	Amount
Live Entertainment TBD	Live music for Artspace	\$ 300.00
Beshara Printing	Posters and brochure	\$ 330.00
Malko Media	banners	\$ 150.00
Oriental Trading	lei's for participants	\$ 100.00
Facebook via POW! Strategies	Social Media	\$200.00
Sarieni Photography	photography	\$ 500.00
iHeart	Radio Advertising	\$5000.00
Misc. Supplies	Badges, leis, refreshments, décor	\$275.00

Yes: Jim Jernigan, Tom Clark, John McWilliams, Audrey Ralko, Mark Guido, Sam Abbas, Mayor Jack O'Reilly, Jackie Lovejoy

No:

Abstained:

Absent: Karen Nigosian, Mohammed Hider

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Shop Small Banner Installation by WH Canon

Date Adopted: 03/21/19

Motion by: Director Janice Cislo

Seconded by: Director Dan Merritt

WHEREAS: The WDDDA and EDDDA recognize the benefit of marketing and promoting activities and events in the district; and

WHEREAS: The Department of Public Works was unable to provide services to hang banners on Michigan Ave. in time to promote the Shop Small event; and

WHEREAS: The EDDDA is contracted and maintains a relationship with WH Canon who provide landscaping services in the EDDDA and were available for banner installation; be it

RESOLVED: the EDDDA and WDDDA will pay WH Canon a total of \$2,560 for Shop Small Banner Installation split evenly between the districts; be it further

RESOLVED: the EDDDA will pay their portion, \$1,280 with money previously allocated to WH Canon's comprehensive landscaping contract for FYE 2019.

Yes: Janice Cislo, Dan Merritt, Mayor Jack O'Reilly, Mark Guido, Scott Saionz, Jay Kruz, Mary O'Bryan, Kamal Turfah

No:

Abstained:

Absent: Judith McNeeley, Joseph Bojovic

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Shop Small Banner Installation by WH Canon

Date Adopted: 3/21/19

Resolution by: Director Mark Guido

Seconded by: Vice Chair Jim Jernigan

WHEREAS: The WDDDA and EDDDA recognize the benefit of marketing and promoting activities and events in the district; and

WHEREAS: The Department of Public Works was unable to provide services to hang banners on Michigan Ave. in time to promote the Shop Small event; and

WHEREAS: The EDDDA is contracted and maintains a relationship with WH Canon who provide landscaping services in the EDDDA and were available for banner installation; be it

RESOLVED: the EDDDA and WDDDA will pay WH Canon a total of \$2,560 for Shop Small Banner Installation split evenly between the districts; be it further

RESOLVED: the WDDDA allocates \$1,280 to WH Canon for Banner Installation from account 296-6100-911-51-00 General Marketing/Banners.

Yes: Mark Guido, Jim Jernigan, Sam Abbas, Tom Clark, Audrey Ralko, Mayor Jack O'Reilly, Jackie Lovejoy, John McWilliams

No:

Abstained:

Absent: Karen Nigosian, Mohammed Hider

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Sculpture Initiative 2019

Date Adopted: 03/21/19

Moved by: Vice Chair Dan Merritt

Seconded by: Director Kal Turfah

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) counts among its duties the beautification of its district; and

WHEREAS: The EDDDA has participated in the annual Midwest Sculpture Initiative since 2010, but has expressed interest in acquiring art for permanent placement in the district;

WHEREAS: The EDDDA approved foregoing the Midwest Sculpture Initiative for the 2019 season to explore other artist options with the Nordin Brothers;

RESOLVED: That the EDDDA approves an amount not to exceed \$5,900.00 from Community Promotions fund 297-6100-911-51-00 as a contribution to the Dearborn Community Fund to participate in the sculpture initiative with the Nordin Brothers for year two of two.

Yes: Dan Merritt, Kal Turfah, Mark Guido, Mayor Jack O'Reilly, Scott Saionz, Jay Kruz, Jan Cislo, Mary O'Bryan

No:

Abstain:

Absent: Judith McNeeley, Joseph Bojovic

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Sculpture Initiative 2019

Date Adopted: 03/21/19

Moved by: Director Jackie Lovejoy

Seconded by: Director Mark Guido

WHEREAS: The West Dearborn Downtown Development Authority (WDDDA) counts among its duties the beautification of its district; and

WHEREAS: The WDDDA has participated in the annual Midwest Sculpture Initiative since 2010, but has expressed interest in acquiring art for permanent placement in the district;

WHEREAS: The WDDDA approved foregoing the Midwest Sculpture Initiative for the 2019 season to explore other artist options with the Nordin Borthers;

RESOLVED: That the WDDDA approves an amount not to exceed \$5,900.00 from Community Promotions fund 296-6100-911-51-00 as a contribution to the Dearborn Community Fund to participate in the sculpture initiative with the Nordin Brothers for year two of two.

Yes: Jackie Lovejoy, Mark Guido, Mayor Jack O'Reilly, Sam Abbas. Jim Jernigan, John McWilliams, Audrey Ralko

No: Thomas Clark

Abstain:

Absent: Karen Nigosian, Mohammed Hider

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Tree Well Removal

Adopted: 3/21/19

Resolution by: Mayor Jack O'Reilly

Seconded: Director Janice Cislo

WHEREAS: The EDDDA established a plan for tree well removal in order to encourage businesses to establish outdoor sidewalk cafes along Michigan Avenue; and

WHEREAS: The EDDDA and WDDDA are considering a new business incentives in which sidewalk cafes could be applicable for funding; and

WHEREAS: The EDDDA has \$7,700 remaining in FYE2019 in business incentives; and therefore be it

RESOLVED: The EDDDA authorizes \$7,700 in FYE2019 from business incentives to tree well removal and that funding be designated to business applicants through the business incentive program with final approval of applicants from the EDDDA.

Yes: Mayor Jack O'Reilly, Jan Cislo, Kal Turfah, Mary O'Bryan, Mark Guido, Jay Kruz, Dan Merritt, Scott Saionz

No:

Abstained:

Absent: Judith McNeeley, Joseph Bojovic