



EAST AND WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITIES BOARD OF DIRECTORS MEETING

THURSDAY, JANUARY 16, 2020

8:00 A.M. – 9:30 A.M.

Dearborn Administrative Center

16901 Michigan Avenue, Dearborn, MI

- I. Call to Order** **Chairman Sam Abbas**
- II. Roll Call** **Secretaries Kruz & Lynch**
- III. Joint Meeting Chair for January 2020: Sam Abbas**
- IV. Approval of the December 2019 Meeting Minutes**
- V. Treasurer's Report** **Finance/Treasurers**
- VI. Action Items**
 - A. WDDDA Actions Only**
 - 1. Reimbursement for Bistro Table/Chair locks and cables**
 - 2. Reimbursement for Fall Perennial Exchange supplies**
 - 3. Powdercoating of Trash Receptacles & Benches**
 - B. EDDDA Actions Only**
 - 1. Open Door Dearborn Grant Application: Alderwish CPA**
 - C. Joint Board Actions**
 - 1. Comcast Reimbursement**
 - 2. Winterfest & Open House Amendments**
 - 3. Dearborn Restaurant Week**
 - 4. The Henry Ford Advertising**
 - 5. Michigan Downtown Association & National Main Street Center Annual Memberships**
 - 6. Main Street Conference**
 - 7. Election of Officers**
- VII. Committee Reports**
- VIII. DDDA Executive Management Team & ECD Reports**
- IX. Call to Board of Directors**
- X. Call to Audience** **3 min./guest**
- XI. Adjournment**

AGENDA OVERVIEW

Action Items

WDDDA ACTIONS ONLY

Reimbursement for Bistro Table/Chair Locks and Cables

The bistro tables and chairs for Wagner Park required the purchase of locks and cables to keep them secure and was purchased out-of-pocket by Janet Bloom totaling \$153.09.

Reimbursement for Fall Perennial Exchange Supplies

Event supplies for the Fall Perennial Exchange including the give-away items and event day set-up materials were purchased by Janet Bloom, exceeding the originally proposed budget of \$50 by \$8.25.

Powdercoating of Benches & Trash Receptacles

After competitively bidding the powdercoating of three benches and five trash receptacles, a bid of \$1325 from CMP Acquisitions dba Detroit Architectural Metal was received. Although this is the only bid received on this, purchasing did re-post this multiple times and ended up with this lower than previously quoted/anticipated bid.

EDDDA ACTIONS ONLY

Open Door Dearborn Grant Application – Alderwish CPA

At the last Board meeting, the EDDDA recommended tabling this item to discuss with the applicant the possibility of additional improvements to their building in their application.

JOINT ACTIONS

Comcast Reimbursement

At the beginning of the Comcast contract in 2019, Janet Bloom personally covered the cost of the Comcast contract while the billing cycle and payment processing was lined up. The resolution attached is to reimburse Janet Bloom for these out-of-pocket expenses of \$205.79, split equally between the DDDAs.

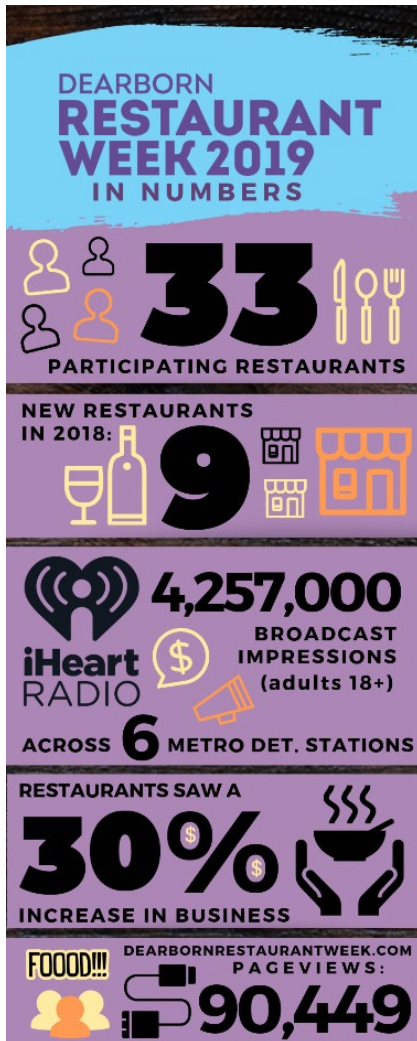
EDDDA Open House/Winterfest Amendment

There are just a few service providers that need amendment to this resolution related to the Winterfest Market for the WDDDA and Winterfest Market/Open House events for the EDDDA.

Those items include:

- EDDDA/WDDDA - Malko Media for vinyl banner decals for \$26.50 per DDDA (total cost is \$53.00) and an additional
- WDDDA - Got You Covered photography for onsite photography, Santa photos, and an onsite customer photo experience additional cost of \$50.

- EDDDA - Additional costs for the Open House including Top Dog are \$150, decor reimbursement to Jay Kruz of \$86, Artspace for additional table set-up of \$37 and Henry Ford College Jazz Trio and Choristers were \$400;



Dearborn Restaurant Week (DRW)

Dearborn Restaurant Week is planned for March 20-29, 2020. The event was moved from February to March at the recommendation of fellow restaurateurs to move it off of the Valentine's Day week. A resolution is attached indicating the proposed budget and service providers confirmed thus far for the event. Last year we had continued success with the program:

The Henry Ford Advertising

Annually, the DDDAs have partnered with The Henry Ford leveraging their audience of 1.7 million through marketing opportunities including their Giant Screen, magazine, eblasts and social media. The 2019 recap is in the supplemental materials, and as you will see there is significant reach to a key audience for the downtowns. The attached resolution authorizes the DDDAs to continue this partnership for 2020 and split the \$11,200 partnership equally.

Michigan Downtown Association (MDA) and National Main Street Center Annual Memberships

Annually, the DDDAs jointly partner on statewide and national memberships related to planning and downtown management. The Michigan Downtown Association and the National Main Street Center annual memberships are now due, and the attached resolution authorizes these expenditures--\$350 for National Main Street and \$575 for Michigan Downtown Association.

National Main Street Conference

The National Main Street Conference for 2020 is May 18-20, 2020 in Dallas, TX. Annually the DDDAs send one-to- two Board members each to the conference depending on the distance/cost of the conference. Early bird registration is coming up at the beginning of February, so it is important for the Boards to authorize the expenditure and people attending. We encourage those who haven't attended a conference to make the commitment to attend this year. If you haven't attended yet, please consider this great opportunity. Conferences provide a valuable education in downtown management, as well as invaluable connections with other communities doing the same hard work. The DDDAs pay for hotel, travel and conference fees.

Election of Officers

Annually, the DDDAs must elect officers to the Executive Committees, including Chairperson, Vice-Chairperson and Treasurer/Secretary. Unexpectedly, Chairperson Scott Saionz resigned from the EDDDA Board effective January 1, 2020; therefore, there is a need for other Board members to step up their leadership roles.

The Nomination Committee has finalized a slate of officers for the WDDDA Board:

Sam Abbas, Chairperson;

Moe Hider for Vice-Chairperson;

and Jeff Lynch for Treasure/Secretary.

The Nomination Committee is still finalizing the slate of officers for the EDDDA and will present that at the Board meeting.

Financial Statement Summary

	FY2018 Audited	FY2019 Unaudited	FY2020				
			Adopted	Amended	Actual	Encumbered	Balance
Revenue							
Property Tax Capture	\$ 496,066	686,335	\$ 505,710	\$ 505,710	\$ 606,140	\$ -	N/A
Brownfield Tax Capture	119,900	132,940	235,220	235,220	-	-	235,220
Tax Revenue Total:	\$ 615,966	\$ 819,275	\$ 740,930	\$ 740,930	\$ 606,140	\$ -	\$ 235,220
Local Community Stabilization Authority	12,332	25,313	25,320	25,320	-	-	25,320
Farmer's Market Federal Grant	-	1,424	1,000	1,000	607	-	393
Farmer's Market Miscellaneous	12,900	18,865	23,500	23,500	1,475	-	22,025
Donations from a Private Source	88,742	48,348	83,500	83,500	9,119	-	74,381
Events Revenue	-	-	-	-	3,445	-	-
Interest Income	9,786	19,928	20,698	20,698	4,070	-	16,628
Miscellaneous Income	-	6,194	-	-	-	-	-
Donations & Farmer's Market Total:	\$ 123,760	\$ 120,072	\$ 154,018	\$ 154,018	\$ 18,716	\$ -	\$ 138,747
Contributions from the General Fund	39,102	37,913	35,000	35,000	17,500	-	17,500
General Fund Contribution Total:	39,102	37,913	35,000	35,000	17,500	-	17,500

Total Revenues:	\$ 778,828	977,260	\$ 929,948	\$ 929,948	\$ 642,356	\$ -	\$ 765,434
Expenditure							
Part-time Wages	\$ 4,830	81	\$ -	\$ -	\$ -	\$ -	\$ -
City Share of FICA & Medicare	369	6	-	-	-	-	-
Workers Compensation Contribution	3	-	-	-	-	-	-
Audit Services	329	382	400	400	400	-	-
Sanitation Contractual Services	22,152	25,920	25,920	25,920	11,520	8,640	5,760
Development Contractual Services	253,616	399,227	499,826	534,826	184,006	154,226	196,594
Farmer's Market Contractual Services	5,089	16,509	22,000	22,000	6,153	212	15,635
WATER/SEWAGE	-	-	-	1,500	385	1,115	-
Copier Repair & Maintenance Services	-	362	375	375	-	-	375
Building Rental	-	10,935	11,010	11,010	5,415	5,415	180
Community Promotion	137,110	264,955	341,345	485,796	103,036	29,085	353,675
Insurance	2,985	2,670	3,730	3,730	1,866	-	1,864
Communications	-	225	-	-	393	831	(1,224)
Training & Transportation	2,569	2,836	3,500	3,500	-	-	3,500
Office Supplies	693	802	4,125	4,125	128	-	3,997
POSTAGE	-	-	-	-	202	-	(202)
Non-Capital Equipment	-	-	18,600	17,100	-	-	17,100
Repair & Maintenance Supplies	-	1,400	-	-	-	-	-
Planting Materials	8,276	6,798	30,000	30,000	577	17,916	11,507
Memberships	413	513	940	940	-	-	940
Other Operating Expenses	150,000	-	1,250	1,250	-	-	1,250
Transfer to Brownfield Redevelopment Authority	119,900	132,940	235,220	235,220	-	-	235,220
Total Expenditure:	\$ 708,334	866,561	\$ 1,198,241	\$ 1,377,692	\$ 314,081	\$ 217,440	\$ 846,171

Revenues Over/(Under) Expenditures \$ 70,494 110,699 \$ (268,293) \$ (447,744) \$ 328,275 \$ (217,440) \$ (80,737)

Balance Sheet

Cash Position					\$ 1,140,066		
Current Receivables					6,430		
Unearned Income					765,434		
Current Liabilities					-		
Encumbrances					(217,440)		
Uncommitted Budget					(846,171)		
Estimated Ending Cash Position	\$ 787,019	906,009			\$ 848,319		

Expenditure Details

	FY2018 Audited	FY2019 Unaudited	FY2020				
			Adopted	Amended	Actual	Encumbered	Balance
Beautification							
Sanitation Contractual Services	\$ 22,152	25,920	\$ 25,920	\$ 25,920	\$ 11,520	\$ 8,640	\$ 5,760
Holiday Décor & Installation	17,350	11,861	20,000	20,000	19,830	-	170
Landscape & Maintenance	55,820	193,459	219,080	219,080	87,593	96,535	34,952
Snow Removal	38,250	39,678	45,000	45,000	-	50,266	(5,266)
On-Street Bike Racks	516	-	6,000	6,000	-	-	6,000
Master Plan/Vision, Art in Public Spaces	-	-	10,000	30,000	-	-	30,000
Planting Materials	8,276	6,798	30,000	30,000	577	17,916	11,507
Total Beautification	\$ 142,364	277,716	\$ 356,000	\$ 376,000	\$ 119,520	\$ 173,357	\$ 83,123

Development

General Marketing (banners, printing, social media)	\$ 4,625	10,258	\$ 30,000	\$ 30,000	\$ 7,554	\$ 4,208	\$ 18,238
Branding	-	118,371	120,000	252,881	54,600	13,320	184,961
Graphic Design	1,474	150	5,000	5,000	220	78	4,702
Photography	1,825	1,850	5,000	5,000	875	25	4,100
Metro Mode / Issue Media	30,000	18,000	24,000	24,000	6,000	6,000	12,000
Mobile App	-	1,197	3,750	3,750	-	-	3,750
CTM Brochure Distribution	5,852	2,339	4,250	4,250	-	583	3,667
Website, Constant Contacts	275	226	230	230	-	-	230
Website Hosting & Domain Registration	985	801	1,350	1,350	894	180	276
Henry Ford Promotion Package	5,600	5,600	5,600	5,600	-	-	5,600
Community Art Enhancement	-	-	4,000	4,000	-	-	4,000
Dearborn Community Fund Sculpture Initiative	5,900	5,900	6,000	6,000	-	-	6,000
Art month, Art Spark, Pocket Park Mural, POP-Student	1,500	5,500	1,000	1,000	-	-	1,000
Fall Promotions	476	193	300	300	-	-	300
Holiday Promotions, Holly Berry Brunch Program	3,950	16,144	14,665	14,665	4,940	-	9,725
Shop Small Business Saturday	7,201	3,665	7,000	7,000	1,485	4,165	1,350
Restaurant week	12,465	17,581	16,500	16,500	-	-	16,500
Big Read	1,000	-	1,000	1,000	-	-	1,000
Tunes at Noon	-	-	6,500	6,500	3,024	-	3,476
Friday Nites Concert Series & Food Truck Rally	34,328	32,876	44,600	44,600	6,586	241	37,773
Wagner Place Park Equipment	-	2,280	15,000	26,570	6,505	-	20,065
Main Street Materials	790	-	-	-	-	-	-
Martian Marathon	619	375	500	500	-	-	500
Bike Dearborn	-	250	-	-	-	-	-
Farm Table	-	-	8,500	8,500	-	175	8,325
Movies In the Park	-	-	2,000	2,000	658	29	1,313
Doggone	-	-	800	800	-	-	800
Ice Cream	-	-	700	700	-	-	700
Ladies Night Out	-	-	550	550	-	-	550
Pernennail	-	-	550	550	152	-	398
Kids Day	-	1,457	10,000	10,000	8,745	75	1,180
Farmer's Market Contractual Services	5,089	16,509	22,000	22,000	9,093	212	12,695
Building / Business Incentives	-	-	40,000	55,000	-	-	55,000
Other Community Development	13,336	4,479	2,000	2,000	798	5	1,197
Total Development	<u>\$ 149,387</u>	<u>284,947</u>	<u>\$ 403,345</u>	<u>\$ 562,796</u>	<u>\$ 112,129</u>	<u>\$ 29,296</u>	<u>\$ 421,371</u>

Planning & Administration

Executive Director	\$ 94,570	46,172	\$ 47,996	\$ 47,996	\$ 19,165	\$ 3,836	\$ 24,995
Operations Manager	-	27,742	30,950	30,950	14,185	1,290	15,475
Design & Planning Manager	-	9,400	12,000	12,000	5,500	500	6,000
Event Manager, Farmer's Market Manager	9,771	26,738	27,900	27,900	12,788	1,163	13,949
Communications Manager, Public Relations	30,064	38,430	40,000	40,000	21,630	37	18,333
Total Directors Expenses	<u>134,405</u>	<u>148,482</u>	<u>158,846</u>	<u>158,846</u>	<u>73,268</u>	<u>6,826</u>	<u>78,752</u>
Wages & Benefits	5,202	87	-	-	-	-	-
Other Office Expenses	7,076	10,629	13,070	14,570	3,374	1,946	9,250
Office Cleaning	-	825	900	900	375	600	(75)
Building Rental	-	10,935	11,010	11,010	5,415	5,415	180
Non-Capital Equipment (lighting, repairs)	-	-	18,600	17,100	-	-	17,100
Other Operating Expenses (utilities)	-	-	1,250	1,250	-	-	1,250
Parking Debt Contribution	150,000	-	-	-	-	-	-
Transfer to Brownfield Redevelopment Authority	119,900	132,940	235,220	235,220	-	-	235,220
Total Planning & Administration	<u>\$ 416,583</u>	<u>303,898</u>	<u>\$ 438,896</u>	<u>\$ 438,896</u>	<u>\$ 82,432</u>	<u>\$ 14,787</u>	<u>\$ 341,677</u>
Expenditures	\$ 708,334	866,561	\$ 1,198,241	\$ 1,377,692	\$ 314,081	\$ 217,440	\$ 846,171

Financial Statement Summary

	FY2018	FY2019	FY2020				
	Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance
Revenue							
Property Tax Capture	\$ 331,579	\$ 343,896	\$ 354,750	\$ 354,750	\$ 628,684	\$ -	N/A
Brownfield Tax Capture	464,566	464,099	475,240	475,240	-	-	475,240
Tax Revenue Total	\$ 796,145	\$ 807,995	\$ 829,990	\$ 829,990	\$ 628,684	\$ -	\$ 475,240
Local Community Stabilization Authority	-	23,733	23,740	23,740	26,223	-	N/A
Federal Sources (contra-revenue)	-	(142,029)	-	-	-	-	-
Donations from a Private Source	22,965	41,850	115,000	115,000	1,374	-	113,626
Interest Income	18,257	27,156	31,218	31,218	4,842	-	26,376
Events Revenue	-	-	-	-	2,725	-	-
Miscellaneous Income	-	-	14,205	14,205	-	-	14,205
Donation Revenue Total	\$ 41,222	\$ (49,290)	\$ 184,163	\$ 184,163	\$ 35,164	\$ -	\$ 154,207
Contributions from the General Fund	35,681	11,794	11,310	11,310	5,655	-	5,655
General Account Contribution Total	\$ 35,681	\$ 11,794	\$ 11,310	\$ 11,310	\$ 5,655	\$ -	\$ 5,655
Total Revenue	\$ 873,048	\$ 770,499	\$ 1,025,463	\$ 1,025,463	\$ 669,503	\$ -	\$ 635,102

Expenditure

Part-time Wages	\$ 51,593	\$ 505	\$ -	\$ -	\$ -	\$ -	\$ -
City Share of FICA & Medicare	3,947	39	-	-	-	-	-
Workers Compensation Contribution	33	-	-	-	-	-	-
Audit Services	772	763	800	800	800	-	-
Sanitation Contractual Services	33,603	11,794	11,310	11,310	1,850	5,150	4,310
Other Professional Services	150	-	-	-	-	-	-
Development Contractual Services	133,045	265,527	359,856	402,197	169,543	70,318	162,336
Copier Repair & Maintenance Services	58	362	375	375	-	-	375
Building Rental	25,000	10,935	11,010	11,010	5,415	5,415	180
Community Promotion	154,922	190,668	339,980	422,022	58,306	17,086	346,630
Insurance	3,255	4,110	6,260	6,260	3,126	-	3,134
Communications	720	281	-	-	393	831	(1,224)
Training & Transportation	3,310	2,539	3,500	3,500	353	-	3,147
Office Supplies	642	802	4,125	4,125	178	-	3,947
Postage	4	154	100	100	213	-	(113)
Non-Capital Equipment	1,720	-	3,500	3,500	-	-	3,500
Repair & Maintenance Supplies	-	1,400	-	-	-	-	-
Planting Materials	7,057	18,455	30,000	30,000	17,825	-	12,175
Memberships	413	513	1,190	1,190	-	-	1,190
Reference Materials	28	-	-	-	-	-	-
Licenses, Fees, & Permits	-	-	300	300	-	-	300
Other Operating Expenses	536,989	-	15,455	15,455	14,203	-	1,252
Transfer to Brownfield Redevelopment Authority	464,566	464,099	475,240	475,240	-	-	475,240
Total Operating Expenditures	1,421,827	972,946	1,263,001	1,387,384	272,205	98,800	1,016,379
Building Demolition Services	-	-	-	-	-	-	-
Architect & Engineering Services	4,250	-	-	59,501	-	16,831	42,670
Construction Contractor	25,180	-	-	137,785	-	137,147	638
Undistributed Appropriations	-	-	-	5,694	-	-	5,694
Total Capital Expenditures	29,430	-	-	202,980	-	153,978	49,002
Total Expenditure	\$ 1,451,257	\$ 972,946	\$ 1,263,001	\$ 1,590,364	\$ 272,205	\$ 252,778	\$ 1,065,381
					5,068		

Revenues Over/(Under) Expenditures \$ (578,209) \$ (202,447) \$ (237,538) \$ (564,901) \$ 397,298 \$ (252,778) \$ (430,279)

Balance Sheet

Cash Position					\$ 1,386,190		
Current Receivables					2,435		
Unearned Income					635,102		
Current Liabilities					(14,904)		
Encumbrances					(252,778)		
Uncommitted Budget					(1,065,381)		
Estimated Ending Cash Position	\$ 1,090,062	\$ 1,042,608			\$ 690,664		

Expenditure Details	FY2018	FY2019	FY2020				
	Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance
Beautification							
Sanitation Contractual Services	\$ 33,603	\$ 11,794	\$ 11,310	\$ 11,310	\$ 1,850	\$ 5,150	\$ 4,310
Fall Décor	814	-	-	-	-	-	-
Holiday Décor & Installation	20,646	17,256	27,500	27,500	14,440	1,135	11,925
Landscape & Maintenance	5,425	62,470	70,170	70,170	43,415	11,430	15,325
Snow Removal	37,575	38,536	45,000	45,000	-	47,572	(2,572)
Artspace, Public Space Design	25,180	-	10,000	44,581	34,579	-	10,002
Streetscape Enhancements	4,250	-	41,000	41,000	8,415	245	32,340
Master Plan/Vision, Art in Public Spaces	-	-	10,000	10,000	-	2,960	7,040
Parking Master Plan (M20006)	7,880	-	-	202,980	-	153,978	49,002
East Dearborn Parking Lots (M20017)	535,386	-	-	-	-	-	-
Planting Materials	28,952	18,455	30,000	30,000	17,825	-	12,175
Total Beautification	\$ 699,711	\$ 148,511	\$ 244,980	\$ 482,541	\$ 120,524	\$ 222,470	\$ 139,547
Development							
General Marketing (banners, printing, social media)	\$ -	\$ 4,705	\$ 30,000	\$ 30,000	\$ 891	2,777.00	\$ 26,332
Branding	-	34,210	120,000	202,042	15,400	1,680.00	184,962
Graphic Design	-	490	5,000	5,000	220	-	4,780
Photography	1,325	1,125	5,000	5,000	875	25.00	4,100
Metro Mode / Issue Media	34,682	18,000	24,000	24,000	6,000	6,000.00	12,000
Mobile App	-	1,197	3,750	3,750	-	-	3,750
CTM Brochure Distribution	-	2,193	4,250	4,250	-	583.00	3,667
Website, Constant Contacts	-	226	230	230	-	-	230
Website Hosting & Domain Registration	1,020	801	1,350	1,350	534	180.00	636
Henry Ford Promotion Package	5,600	5,600	5,600	5,600	-	-	5,600
Community Art Enhancement	15,000	-	10,000	10,000	-	-	10,000
Dearborn Community Fund Sculpture Initiative	5,900	5,900	6,000	6,000	-	-	6,000
Art Month	-	4,480	1,000	1,000	-	-	1,000
Pocket of Perception (student art project)	-	8,000	20,000	20,000	-	-	20,000
Fall Promotions	-	592	600	600	-	-	600
Holiday Promotions (Holiday Open House, Santa)	-	8,197	15,000	15,000	6,166	-	8,834
Shop Small Business Saturday	9,735	4,581	7,000	7,000	1,485	4,165.00	1,350
Restaurant Week	12,465	15,583	16,500	16,500	-	-	16,500
Big Read	-	-	1,000	1,000	-	-	1,000
Movies in the Park	1,774	2,582	2,000	2,000	1,511	1,521.00	(1,032)
Music in the Park	-	5,177	-	-	316	-	(316)
Tunes at Noon	4,858	8,495	-	-	-	-	-
City Hall Park Events	-	-	2,700	2,700	-	-	2,700
Jazz on the Ave	50,864	51,136	55,000	55,000	24,159	-	30,841
Eastborn Clean Up	-	448	1,500	1,500	-	-	1,500
Other Community Development	11,726	8,922	2,500	2,500	750	155.00	1,595
Total Development	\$ 154,949	\$ 192,640	\$ 339,980	\$ 422,022	\$ 58,307	\$ 17,086	\$ 346,629
Planning & Administration							
Executive Director	\$ -	\$ 50,006	\$ 47,996	\$ 47,996	\$ 19,165	\$ 3,836	\$ 24,995
Operations Manager	-	29,032	30,950	30,950	14,185	1,290	15,475
Design & Planning Manager	-	9,900	12,000	12,000	5,500	500	6,000
Event Manager	7,075	17,100	17,100	17,100	7,838	713	8,549
Communications Manager, Public Relations	30,064	38,430	40,000	40,000	21,630	37	18,333
Building/Business Incentive	-	-	7,760	7,760	-	-	7,760
Unemployment	-	-	7,240	7,240	-	-	7,240
Total Directors Expenses	37,139	144,468	155,286	163,046	68,318	6,376	88,352
Wages & Benefits	55,573	544	-	-	-	-	-
Other Office Expenses	9,196	10,924	16,650	16,650	5,063	831	10,756
Office Cleaning	1,800	825	900	900	375	600	(75)
Building Rental	25,000	10,935	11,010	11,010	5,415	5,415	180
Non-Capital Equipment (light poles)	1,720	-	3,500	3,500	-	-	3,500
Other Operating Expenses (utilities)	1,603	-	1,250	1,250	-	-	1,250
DCC Gun Range ArtSpace Loan Payment	-	-	14,205	14,205	14,203	-	2
Transfer to Brownfield Redevelopment Authority	464,566	464,099	475,240	475,240	-	-	475,240
Total Planning & Administration	\$ 596,597	\$ 631,795	\$ 678,041	\$ 685,801	\$ 93,374	\$ 13,222	\$ 579,205
Expenditures	\$ 1,451,257	\$ 972,946	\$ 1,263,001	\$ 1,590,364	\$ 272,205	\$ 252,778	\$ 1,065,381

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Wagner Park Event Amenities Vendor Amendment III

Date Adopted:

Motioned by:

Seconded by:

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

WHEREAS: The WDDDA plans to host a majority of its events at Wagner Park and recognizes the importance of having the proper event amenities in order to promote safety, security, comfort, and accessibility to all event attendees; and

WHEREAS: The WDDDA budgeted \$15,000 for FYE2019 and \$15,000 for FYE2020 for Wagner Park event amenities; therefore be it

WHEREAS: The WDDDA authorized the expenditure of \$3,284 plus shipping costs from 296-6100-911-51-00 to purchase event amenities for Wagner Park including Bollard Covers and Class III Road Closure Barricades; and

WHEREAS: The WDDDA authorized the expenditure of \$6505.93 from 296-6100-911-51-00 to purchase event amenities for Wagner Park including bistro tables and chairs; and

WHEREAS: The WDDDA Executive Director is authorized to execute contracts on behalf of the WDDDA for these amenities with the vendors listed below:

Vendor	Purpose	Amount
Ideal Shield	Fabric Bollard Covers	\$1233.98
TransSupply	Class III Barricades	\$2049.50
Furniture Designhouse	Bistro Tables & Chairs	\$6505.43

WHEREAS: For the overnight security of the Wagner Park bistro tables and chairs, cables and combination locks were purchased upon receipt of tables and chairs; let it be

RESOLVED: To reimburse Janet Bloom, Operations Manager, for the purchase of the cables and combination locks for \$153.09, payable from account # 296-6100-911-51-00.

Yes:
No:
Abstained:
Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Spring & Fall Perennial Exchange Amendment I 2019

Date Adopted:

Motioned by:

Seconded by:

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

WHEREAS: The WDDDA and EDDDA 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: The WDDDA and EDDDA reviewed a projected 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

WHEREAS:

1. That the WDDDA obligates \$1030 in expenditures for the Perennial Exchange events from the Community Promotions Budget # 296-6100-911-51-00 for 2019; and
2. The WDDDA will acknowledge receipt of funds for the Perennial Exchange event up to \$450 for 2019.
3. The WDDDA director is authorized to execute contracts on behalf of the WDDDA with the companies listed below for the Spring Perennial Exchange, subject to review and approval by Corporation Counsel.

WHEREAS: Janet Bloom, Operations Manager, picked up additional supplies for the September 2019

additional
Fall Perennial Exchange event on behalf of Jean Smith, Events Manager, for an
cost of \$8.25; let it be

RESOLVED: That the WDDDA agrees to expend an additional \$8.25 to reimburse Janet Bloom for purchase of Fall Perennial Exchange Supplies from account #296-6100-911-51-00.

Vendor	Purpose	Amount
Visual Ronin	music/ entertainment	\$ 200.00
Julia Kapilango	speaker fees - Spring	\$ 100.00
Garden Outside the Box - Nicole Fleming	speaker fees - Fall	\$100.00
Beshara Printing	Posters and brochures	\$320.00
Malko Media	banners	\$ 150.00
Bewick Publications	newspaper advertisement	\$ 150.00
Facebook via POW! Strategies	Social Media	\$200.00
Misc. Supplies- Janet Bloom	Décor, table linens	\$50.00
Janet Bloom (additional Misc. Supplies)	goodie bags	\$8.25

Yes:

No:

Abstained:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

DDDA's Comcast Internet Billing

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The WDDDA and EDDDA maintain a shared DDDA office at the Artspace Connector; and

WHEREAS: Access to reliable internet and Wi-Fi services is necessary to the operations of the WDDDA, EDDDA, and the DDDDA's office; and

WHEREAS: The previous internet connections and equipment were lost as a result of flooding in May 2019; and

WHEREAS: The WDDDA and EDDDA approved in May 2019 to switch to Comcast; and

WHEREAS: The physical Comcast bills mailed to the City of Dearborn didn't allow enough time to process payment by due date; and

WHEREAS: Janet Bloom, Operations Manager, covered the cost of two bill cycles until bills could be pulled off online for payment purposes; so let it be

RESOLVED: The WDDDA authorizes reimbursing Janet Bloom for \$205.80 out of the \$411.59 for payments made over phone via personal credit card to Comcast, to be split evenly with the EDDDA, using account # 296-6100-911-53-00.

Yes:

No:

Abstained:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

DDDA's Comcast Internet Billing

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The EDDDA and WDDDA maintain a shared DDDA office at the Artspace Connector; and

WHEREAS: Access to reliable internet and Wi-Fi services is necessary to the operations of the EDDDA, WDDDA, and the DDDDA's office; and

WHEREAS: The previous internet connections and equipment were lost as a result of flooding in May 2019; and

WHEREAS: The EDDDA and WDDDA approved in May 2019 to switch to Comcast; and

WHEREAS: The physical Comcast bills mailed to the City of Dearborn didn't allow enough time to process payment by due date; and

WHEREAS: Janet Bloom, Operations Manager, covered the cost of two bill cycles until bills could be pulled off online for payment purposes; so let it be

RESOLVED: The EDDDA authorizes reimbursing Janet Bloom for \$205.79 out of the \$411.59 for payments made over phone via personal credit card to Comcast, to be split evenly with the WDDDA, using account # 297-6100-911-53-00.

Yes:

No:

Abstained:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Winterfest Market/Open House Amendment III 2019

Date Adopted:

Motioned by:

Seconded by:

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

WHEREAS: The Promotions Committee had the 2019 Winterfest Market on Saturday, December 14th from 10 a.m. to 4 p.m. at West Village Commons and City Hall Park and Open House at the Artspace on December 11 from 4 p.m. -7 p.m.; and

WHEREAS: The EDDDA budgeted \$15,000 from Community Promotions fund / Holiday Promotions line item in account #297-6100-911-51-00 for activities and performances at the Winterfest Market and Open House; and

WHEREAS: Additional costs for the Open House have been received: Food costs from Top Dog are \$150, decor reimbursement to Jay Kruz of \$86, Artspace \$37 for table set-up, and Henry Ford College Jazz Trio and Choristers were \$400; and

WHEREAS: For the Winterfest event, Malko Media created Winterfest banner vinyl decals for both East and West for a total of \$53.00 to be split equally between EDDDA and WDDDA; let it be

RESOLVED: The EDDDA authorizes expending an additional \$150 to Top Dog, \$400 to Henry Ford Music for Jazz Trio and Choristers, \$86 for Jay Kruz, Artspace \$37, and \$26.50 for Malko Media for vinyl banner decals; furthermore, let it be

RESOLVED: The EDDDA authorizes the Executive Director to execute contracts on behalf of the EDDDA with the approved vendors listed, subject to the review and approval of Corporation Counsel.

Vendor	Item	Price
Reindeer Ranch	Reindeer onsite 4 hours	\$3,000
Santa Joe and Mrs. Tricia/Joe Gronda	Santa Claus/Mrs. Claus - 4 hours	\$550
Facebook via POW! Strategies	Facebook/Instagram Advertising	\$100
Gia Warner	Live entertainment	\$500
Jokers 4 Fun LLC	Bounce House	\$240
Dana Woods/Pebbles the Clown	Kids entertainment	\$575
Visual Ronin	Photographer	\$450
Henry Ford College	Ice Sculptures	\$500
Artspace	high top tables rental	\$137
Got You Covered	Photography at Open House	\$175
S&R Tent Rental	Open House tables, chairs, table cloths (\$300 approved in Oct., additional \$117.60 approved in Nov.)	Final Total: \$417.50
Top Dog	food for Open House	\$150
Malko Media	WF vinyl banner decals	\$26.50
Henry Ford College Jazz Trio and Choristers	entertainment for Open House	\$400
Jay Kruz	decor	\$80

Yes:

No:

Abstained:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Winterfest Market Amendment III 2019

Date Adopted:

Motioned by:

Seconded by:

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

WHEREAS: The Promotions Committee planned the 2019 Winterfest Market for Saturday, December 14th from 10 a.m. to 4 p.m. at West Village Commons and City Hall Park; and

WHEREAS: The WDDDA budgeted \$14,665 from Community Promotions fund / Holiday Promotions line item in account #296-6100-911-51-00 for activities and performances at the Winterfest Market; and

WHEREAS: Two additional vendors were part of the Winterfest activities: Malko Media for vinyl banner decals for \$26.50 (total cost is \$53.00, split with EDDDA) and an additional amount of \$50 is requested for Got You Covered photography for onsite photography, Santa photos, and an onsite customer photo experience; therefore, be it

RESOLVED: The WDDDA authorizes the Executive Director to execute contracts on behalf of the WDDDA with the approved vendors listed, subject to the review and approval of Corporation Counsel.

Vendor	Item	Price
Reindeer Ranch	Santa with Reindeer & Bench- 4 hours	\$3,200
Pebbles the Clown/ Dana Woods	Face Painter- 5 hours	\$575
Amy Loskowski	Entertainment- 6 hours	\$500
Facebook via POW! Strategies	Facebook/Instagram Advertising	\$100
S&R Tent Rental	Tent, generators, lighting, heat	\$8,525
Jokers 4 Fun LLC	Bounce House	\$240

Got You Covered	Photographer (Oct. approved \$450, Nov. approved \$250, Dec. asking for \$50 increase)	Final total of \$750
Henry Ford College	Ice Sculptures	\$500
Malko Media	vinyl banner decals	\$26.50

Yes:

No:

Abstained:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 Dearborn Restaurant Week Service Providers

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The WDDDA and EDDDA Board of Directors recognize the importance of promoting the district and its assets, including building notoriety of the restaurant culture in Downtown Dearborn; and

WHEREAS: The WDDDA and EDDDA Promotions Committee is coordinating the fourth annual Dearborn Restaurant Week for March 20 - March 29, 2020, and is soliciting funds to support the event; and

WHEREAS: The Promotions Committee presented a projected budget of \$34,000 in anticipated income from participation fees and sponsorships and \$34,000 in anticipated expenditures for Dearborn Restaurant Week; and

WHEREAS: The WDDDA and EDDDA agree to split the income and expenditures equally; and let it be

RESOLVED: The WDDDA approved expenditures up to \$16,750 from Account #296-6100-911-51-00 for costs related to Dearborn Restaurant Week; and let it be

RESOLVED: The WDDDA authorizes the Executive Director to execute contracts on behalf of the WDDDA with the approved vendors listed, subject to the review and approval of Corporation Counsel; and let it be

RESOLVED: The WDDDA authorizes sharing expenditures equally with the EDDDA related to Dearborn Restaurant Week with the following service providers:

Vendor	Purpose	Amount
TBD	Social Media Influencers	\$2,000.00
TBD	radio promotions	\$19,000.00
Times Herald	newspaper ads	\$600.000

TBD	billboard advertising	\$ 6,000.00
Essential IT	website design & programming	\$1,000.00
Beshara	menu printing	\$ 1,500.00
Beshara	Banners	\$150.00
Beshara	Foam Core poster boards	\$150.00
Beshara	Posters	\$100.00
Facebook	social media advertising	\$2,500.00
TBD	photography	\$500.00

Yes:

No:

Abstention:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 Dearborn Restaurant Week Service Providers

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The EDDDA and WDDDA Board of Directors recognize the importance of promoting the district and its assets, including building notoriety of the restaurant culture in Downtown Dearborn; and

WHEREAS: The EDDDA and WDDDA Promotions Committee is coordinating the fourth annual Dearborn Restaurant Week for March 20 - March 29, 2020, and is soliciting funds to support the event; and

WHEREAS: The Promotions Committee presented a projected budget of \$34,000 in anticipated income from participation fees and sponsorships and \$34,000 in anticipated expenditures for Dearborn Restaurant Week; and

WHEREAS: The EDDDA and WDDDA agree to split the income and expenditures equally; and let it be

RESOLVED: The EDDDA approves expenditures up to \$16,750 from Account #297-6100-911-51-00 for costs related to Dearborn Restaurant Week; and let it be

RESOLVED: The EDDDA authorizes the Executive Director to execute contracts on behalf of the EDDDA with the approved vendors listed, subject to the review and approval of Corporation Counsel; and let it be

RESOLVED: The EDDDA authorizes sharing expenditures equally with the WDDDA related to Dearborn Restaurant Week with the following service providers:

Vendor	Purpose	Amount
TBD	Social Media Influencers	\$2,000.00
TBD	radio promotions	\$19,000.00
Times Herald	newspaper ads	\$600.000

Outfront	billboard advertising	\$ 6,000.00
Essential IT	website design & programming	\$1,000.00
Beshara	menu printing	\$ 1,500.00
Beshara	Banners	\$150.00
Beshara	Foam Core poster boards	\$150.00
Beshara	Posters	\$100.00
Facebook	social media advertising	\$2,500.00
TBD	photography	\$500.00

Yes:

No:

Abstention:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 Henry Ford Marketing Package

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The WDDDA and EDDDA Board of Directors work closely with The Henry Ford in cross-promoting Dearborn's destinations, and has annually participated in a marketing program with The Henry Ford in the amount of \$11,200; and

WHEREAS: The Henry Ford offers a partnership benefit package that includes advertising in two editions of THF Magazine, pre-show slides on the Giant Screen for 12 months, placement and links on the THF webpage, recognition in the THF eNews and opportunities to distribute the downtown promotional materials at the THF and additional event tie-ins; be it

RESOLVED: The WDDDA approves \$5600 for the 2020 marketing program with the Henry Ford and expensed to account #296-6100-911-51-00 from FYE2020.

Yes:

No:

Abstained:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 Henry Ford Marketing Package

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The EDDDA and WDDDA Board of Directors work closely with The Henry Ford in cross-promoting Dearborn's destinations, and has annually participated in a marketing program with The Henry Ford in the amount of \$11,200; and

WHEREAS: The Henry Ford offers a partnership benefit package that includes advertising in two editions of THF Magazine, pre-show slides on the Giant Screen for 12 months, placement and links on the THF webpage, recognition in the THF eNews and opportunities to distribute the downtown promotional materials at the THF and additional event tie-ins; be it

RESOLVED: The EDDDA approves \$5600 for the 2020 marketing program with the Henry Ford and expensed to account #297-6100-911-51-00 from FYE2020.

Yes:

No:

Abstained:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 National Main Street & MDA Membership Renewals

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The WDDDA and EDDDA Board of Directors follows the Main Street Approach to revitalizing downtowns and downtown management, and continues to be engaged as members in the Michigan Downtown Association and National Main Street Center; and

WHEREAS: In an effort to consolidate costs and foster collaborations, the WDDDA and EDDDA wishes to continue joint membership in the National Main Street Center (Main Street America); and

WHEREAS: Annual membership with the National Main Street Center is \$350 as a designated member, and Michigan Downtown Association is \$575 based on the size of community; be it

RESOLVED: The WDDDA approves an amount not to exceed \$462.50 for its joint membership portion with the EDDDA in the National Main Street Center (Main Street America) and the Michigan Downtown Association, and expensed to Account # 296-6100-911-65-00.

Yes:

No:

Abstained:

Absent:

Adopted:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 National Main Street & MDA Membership Renewals

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The EDDDA and WDDDA Board of Directors follows the Main Street Approach to revitalizing downtowns and downtown management, and continues to be engaged as members in the Michigan Downtown Association and National Main Street Center; and

WHEREAS: In an effort to consolidate costs and foster collaborations, the EDDDA and WDDDA wishes to continue joint membership in the National Main Street Center (Main Street America); and

WHEREAS: Annual membership with the National Main Street Center is \$350 as a designated member, and Michigan Downtown Association is \$575 based on the size of community; be it

RESOLVED: The EDDDA approves an amount not to exceed \$462.50 for its joint membership portion with the WDDDA in the National Main Street Center (Main Street America) and the Michigan Downtown Association, and expensed to Account # 296-6100-911-65-00.

Yes:

No:

Abstained:

Absent:

Adopted:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 National Main Street Conference

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The WDDDA and EDDDA Board of Directors follow the Main Street Approach to revitalizing downtowns and downtown management; and

WHEREAS: The WDDDA and EDDDA Board of Directors encourage volunteers, Board members and staff to attend trainings and conferences that educate the practice of the Main Street Approach; and

WHEREAS: The National Main Street NOW Conference is May 18-May 20, 2020, in Dallas, TX,, and the WDDDA and EDDDA Board of Directors intend to send one board/volunteer, 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

RESOLVED: The WDDDA approves allocating \$2000 for one WDDDA board/volunteer member's travel, lodging and registration costs associated with the Main Street NOW Conference 2020 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.

Yes:

No:

Abstained:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 National Main Street Conference

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The EDDDA and WDDDA Board of Directors follow the Main Street Approach to revitalizing downtowns and downtown management; and

WHEREAS: The EDDDA and WDDDA Board of Directors encourage volunteers, Board members and staff to attend trainings and conferences that educate the practice of the Main Street Approach; and

WHEREAS: The National Main Street NOW Conference is May 18-May 20, 2020, in Dallas, TX, and the EDDDA and WDDDA Board of Directors intend to send one board/volunteer, 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

RESOLVED: The EDDDA approves allocating \$2000 for one EDDDA board/volunteer member's travel, lodging and registration costs associated with the Main Street NOW Conference 2020 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.

Yes:

No:

Abstained:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 Election of Officers

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The WDDDA shall be under the supervision and control of a board consisting of the Mayor and members appointed by the Mayor subject to approval by the city council; and,

WHEREAS: The officers of the WDDDA shall be elected annually by the Board and shall consist of a Chair, Vice-Chair and Secretary-Treasurer; be it,

WHEREAS: The 2020 Officer Nominating Committee has recommended _____ for Chairperson, _____ for Vice-Chairperson, and _____ for Secretary-Treasurer; be it

RESOLVED: If there are no additional nominations, nominations are closed and a unanimous ballot is cast and elected for the officers as named above for the year 2020.

Yes:

No:

Abstained:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 Election of Officers

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The EDDDA shall be under the supervision and control of a board consisting of the Mayor and members appointed by the Mayor subject to approval by the city council; and,

WHEREAS: The officers of the EDDDA shall be elected annually by the Board and shall consist of a Chair, Vice-Chair and Secretary-Treasurer; be it,

WHEREAS: The 2020 Officer Nominating Committee has recommended _____ for Chairperson, _____ for Vice-Chairperson, and _____ for Secretary-Treasurer; be it

RESOLVED: If there are no additional nominations, nominations are closed and a unanimous ballot is cast and elected for the officers as named above for the year 2020.

Yes:

No:

Abstained:

Absent:

Dearborn DDA

2019 Recap

Take it Forward.™

the
**Henry
Ford**



DEARBORN

Partnership Overview

As a marketing partner, Dearborn DDA received:

ABOUT OUR PARTNERSHIP

The Henry Ford and Downtown Dearborn share a similar philosophy of values and a mutual respect for community support and involvement. Partnering with The Henry Ford allows Dearborn DDA to align with one of the most significant cultural attractions in the metro-Detroit area while receiving a tremendous presence in front of The Henry Ford's national audiences. This exposure gives valuable brand awareness and demonstrates Dearborn DDA's commitment to our community.

As a marketing partner, Dearborn DDA received:

ADVERTISING RECOGNITION

- Full color, 1/2 page display ad in *THF Magazine*: January and June 2018 editions
- Giant Screen Experience pre-show slide, 12 months

DIGITAL MARKETING

- Digital ad in The Henry Ford eNews with link
- Link & listings on The Henry Ford "Vacation Packages webpage year -round
- Dedicated Facebook posts

Advertising



January – May 2019



June – December 2019

A World of Experiences, Just Minutes Away
Shop. Dine. Discover - Downtown Dearborn

FREE PARKING AND BIKE SHARE AVAILABLE

DOWNTOWN DEARBORN ONLY MINUTES FROM THE HENRY FORD

ED EAST DOWNTOWN DEARBORN

downtowndearborn.org

Summer in Downtown Dearborn:
A world of food, art and culture is just minutes away.

FREE PARKING AND BIKE SHARE AVAILABLE

WEEKLY EVENTS:
 Tuesdays - Tunes at Noon (July - August)
 Wednesdays - Music in the Park (June - July)
 Wednesdays - Jazz on the Ave (July - August)
 Fridays - Farmers & Artisans Market (June - October)

MONTHLY EVENTS:
 Friday Nites Music & Foodie Rallies (June - August)
 Kids Days (June - August)
 Movies in the Parks (June - September)

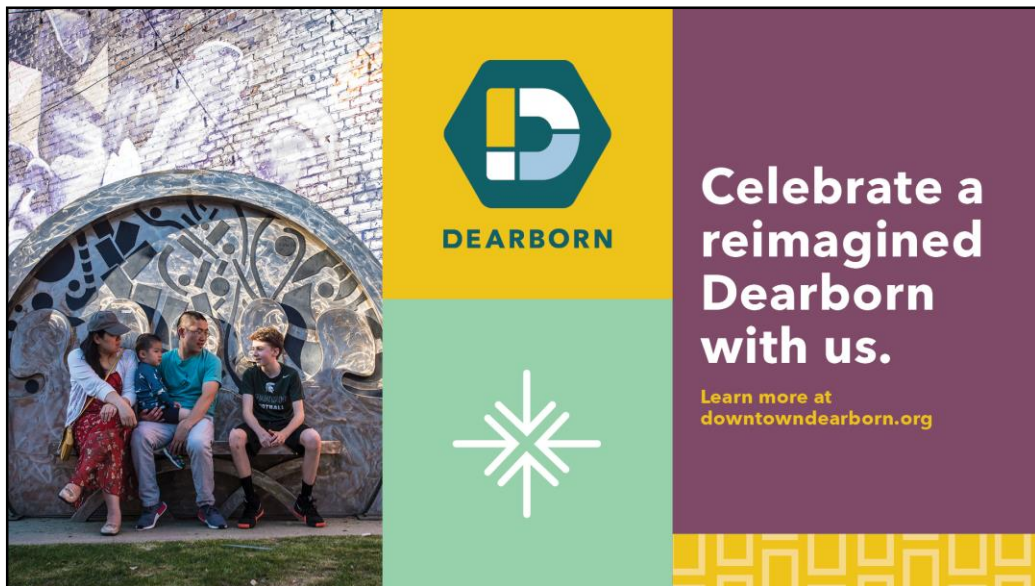
DOWNTOWN DEARBORN

ONLY MINUTES FROM THE HENRY FORD

downtowndearborn.org DowntownDearborn @DearbornDown DowntownDearborn

Half page ad in both 2019 issues of THF Magazine
 Qty. 118,000 printed and digital version online

Giant Screen Experience




Dedicated pre-show slide in Giant Screen Experience
Year-round
104,000+ impressions

Digital Marketing

the Henry Ford

APRIL




Greenfield Village

Opens April 13


Tap into your can-do spirit in the lab where Thomas Edison had his light bulb moment or the workshop where the Wright brothers taught us how to reach for the sky.

[LEARN MORE >](#)



Day Out With Thomas™
Weekends April 27 – May 12
Witness full-steam delight when your little engineer sees a real Thomas the Tank Engine™ chug into the Greenfield Village station. The legendary, larger-than-life engine is ready to take your family for a ride they'll never forget.
Locally Presented by Meijer.

[BUY TICKETS >](#)



Michigan Invention Convention
April 27
Explore the inventions of over 200 student inventors at this year's Michigan Invention Convention at Henry Ford Museum of American Innovation.


[LEARN MORE >](#)

Even our **Membership Benefits** are inspiring.


Free visits. Exclusive benefits. Astounding value.

[BECOME A MEMBER >](#)

HELLO SPRING, HELLO FUN



DOWNTOWN DEARBORN - Minutes from The Henry Ford



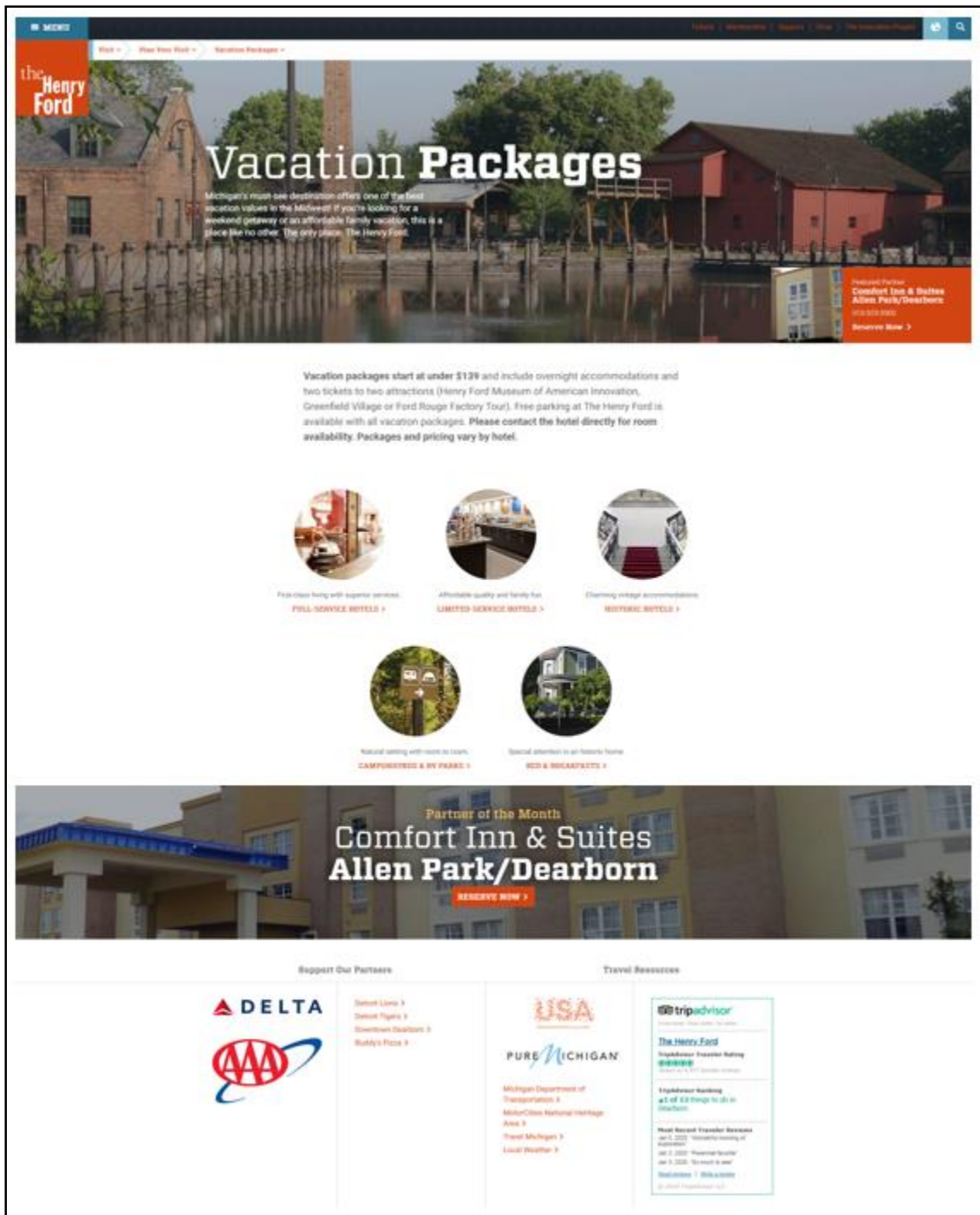
Your purchase helps support The Henry Ford, an independent nonprofit organization celebrating the American experience of innovation, ingenuity and resourcefulness.

Dedicated Ad with link in two Member emails

April 2 Delivered to 24,540 subscribers
Open Rate 37%, Unique DDA clicks 27

Nov 16 Delivered to 25,682 subscribers
Open Rate 24%, Unique DDA clicks 15

Digital Marketing



Logo Recognition on The Henry Ford's Vacation Packages webpage
www.thehenryford.org/vacations
160,000 page views

Social Media



Dedicated Facebook posts
430,000 followers
Combined 3994 impressions and 134 impressions

Thank you for your support.

Monique Reister

Account Executive,
Corporate Relations
313.982.6228

Moniquer@thehenryford.org


<https://www.mainstreet.org/howwecanhelp/mainstreetnow/now2020>

1/8

1/13/2020

Main Street Now Conference 2020 - Main Street America

Main Street Now 2020

Network, Find Solutions, and Get Inspired

Join us **May 18 – 20, 2020** in Dallas, Texas, for Main Street Now, the largest national conference of local leaders working to advance economic opportunity in downtowns and commercial districts. Network with peers from across the country, find solutions to common problems, and discover innovative techniques and tools to help your community to thrive. Get inspired by Dallas and surrounding Main Street communities as you learn from their revitalization successes and challenges.

[Schedule at-a-Glance](#) | [Education Sessions](#) | [Field Sessions](#) | [Register](#)

Registration Information

Early Bird (Register by 11:59pm ET on Feb. 3, 2020)	
*Member: \$415	Non-member: \$565
Regular (Register from Feb. 4 – May 15)	
*Member \$515	Non-member: \$665

Location and Accommodations

Main Street Now will be held at the [Hyatt Regency Dallas](#). Single and double rooms are available in our discounted block for \$189 per night before taxes. *The Welcome Reception will take place on the night of May 17, 2020, so be sure to book your travel accordingly.*

One Day: \$325
Civic Leader: \$125
Student: \$175
On-Site Registration: \$685

Hyatt Regency Dallas
300 Reunion Boulevard
Dallas, Texas 75207

[BOOK A ROOM](#)

[REGISTER HERE](#)

For hotel reservation assistance, call the Central Reservations line at 1-214-651-1234 and reference the Group Code "G-NMSC."

**For member registration rates, you will be required to enter your National Main Street Center membership number. Please contact our membership department if you need this information.*

Civic Leader Discount

Local elected officials and senior-level local government staff will receive a discounted registration rate of just \$125, as well as an exclusive invitation to the Civic Leaders Forum and access to a specialized education session track. [Learn more about Civic Leader conference opportunities and eligibility here.](#) To qualify for the Civic Leader discount, complete the [eligibility form here.](#)

MSA Community Discount

New this year! Accredited and Affiliate Main Street America programs who register four or more representatives will receive \$50 off each member registration. Please email



Sponsorship Opportunities

<https://www.mainstreet.org/howwecanhelp/mainstreetnow/now2020>

3/8

1/13/2020

Main Street Now Conference 2020 - Main Street America

mainstreet@savingplaces.org to request your discount code. [Full details here.](#)

Exhibitor Information

Interested in marketing your services and products at the Main Street Now Conference? Register for a booth at the Main Street Expo, the central gathering space of the conference and the best place to develop relationships with the Main Street Network. [Download the Exhibitor Prospectus here for more info.](#)

[REGISTER AS AN EXHIBITOR HERE](#)

Get Social!

For the latest Main Street Now Conference news and updates, follow us on [Facebook](#) and [Twitter](#).

Main Street Now is the largest nationwide gathering of commercial district revitalization professionals in the U.S., drawing more than 1,800 development leaders from small towns, mid-sized cities, and urban neighborhood business districts.

Sponsoring the Main Street Now Conference is a highly visible, cost effective way to reach community leaders and partners as they foster new ideas and solutions for preservation-based revitalization. Sponsor packages provide partners with the opportunity to:

- Demonstrate leadership through programming and promotions
- Connect directly with local decision-makers
- Support communities on their path to economic revitalization

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Conference Themes

Along with perennial commercial district management topics guided by the Main Street Approach, conference sessions will focus on five themes:

Innovation and Ingenuity: Sessions will focus on the ways communities are continuing to expand opportunity by using innovative tools - from placemaking to digital outreach strategies to arts-based programming.

Changing Nature of Retail: Sessions will highlight specific ways historic commercial districts can stay competitive in a changing retail environment through bricks to clicks strategies, understanding of emerging markets, temporary space activation, and more.

Equitable Entrepreneurship: With a focus on entrepreneurial ecosystems that grow local talent and leverage culture and place-based assets, sessions in this track will address topics that help unlock the district's full potential by removing barriers and opening doors to underrepresented constituencies.

Sustainable Solutions: Sessions in this track will focus on the importance of going green - from holistic community planning practices to recycling programs and disaster preparedness - and the positive economic and organizational impacts it creates.

Preservation and Development: Sessions will place our preservation priorities in the context of holistic efforts to spotlight case studies and ideas for new ways of thinking about old buildings.

Thank you to our co-hosts:

<https://www.mainstreet.org/howwecanhelp/mainstreetnow/now2020>

5/8

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Main Street Now Conference 2020 - Main Street America



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About Us<https://www.mainstreet.org/howwecanhelp/mainstreetnow/now2020>

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Main Street Now Conference 2020 - Main Street America

Main Street America has been helping revitalize older and historic commercial districts for more than 35 years. Today it is a network of more than 1,600 neighborhoods and communities, rural and urban, who share both a commitment to place and to building stronger communities through preservation-based economic development. Main Street America is a program of the nonprofit National Main Street Center, Inc., a subsidiary of the National Trust for Historic Preservation.

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EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Art Month 2020 Partnership

Date Adopted: December 19, 2019

Motioned by: Mayor Jack O'Reilly

Seconded by: Director Mark Guido

WHEREAS: April Arts Month 2020 is a project of the Dearborn Recreation Commission Cultural Arts Committee coordinated by the Dearborn Community Fund. The event will occur in both downtown areas and at the Ford Community & Performing Arts Center; and

WHEREAS: The Dearborn Community Fund is offering a \$2000 partnership package to support April Arts Month; and

WHEREAS: Support acknowledgment will be included on all print materials, media releases, interviews and on signage located at artist-in-action locations; therefore, be it

RESOLVED: The EDDDA Board authorizes an amount not to exceed \$1000 towards supporting April Arts Month 2020 from Community Promotion account #297-6100-911-51-00 Art Month line item.

Yes: Chairperson Scott Saionz, Vice Chairperson Dan Merritt, Director Janice Cislo, Director Julia Kapilango, and Director Judith McNeeley

No:

Absent: Secretary-Treasurer Jay P. Kruz, Director Mary O'Bryan, and Director Kamal Turfah

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Art Month 2020 Partnership

Date Adopted: December 19, 2019

Motioned by: Director Thomas Clark

Seconded by: Director Mohammed Hider

WHEREAS: April Arts Month 2020 is a project of the Dearborn Recreation Commission Cultural Arts Committee coordinated by the Dearborn Community Fund. The event will occur in both downtown areas and at the Ford Community & Performing Arts Center; and

WHEREAS: The Dearborn Community Fund is offering a \$2000 partnership package to support April Arts Month; and

WHEREAS: Support acknowledgment will be included on all print materials, media releases, interviews and on signage located at artist-in-action locations; therefore, be it

RESOLVED: The WDDDA Board authorizes an amount not to exceed \$1000 towards supporting April Arts Month 2020 from Community Promotion account #296-6100-911-51-00 Art Month line item.

Yes: Chairperson Sam Abbas, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Mark Guido, Director Jackie Lovejoy, and Director John McWilliams

No:

Absent: Director Karen Nigosian and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Branding Stickers and Window Clings

Date Adopted: December 19, 2019

Motioned by: Vice Chairperson Dan Merritt

Seconded by: Director Janice Cislo

WHEREAS: The EDDDA and WDDDA launched the roll out of the branding campaign to drive awareness of Downtown Dearborn and build a more cohesive message of what Dearborn is about and offers; and

WHEREAS: As part of this branding campaign, print promotional items are being developed; therefore, let it be

RESOLVED: That the EDDDA authorizes the printing of stickers (1K quantity) and window clings (1K quantity) with Sticker Mule via POW! Strategies for a total of \$675, split equally between EDDDA and WDDDA. EDDDA authorizes \$337.50 from acct. # 297-6100-911-51-00 for this purchase.

Yes: Chairperson Scott Saionz, Mayor Jack O'Reilly, Director Mark Guido, Director Julia Kapilango, and Director Judith McNeeley

No:

Abstained:

Absent: Secretary-Treasurer Jay P. Kruz, Director Mary O'Bryan, and Director Kamal Turfah

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Branding Stickers and Window Clings

Date Adopted: December 19, 2019

Motioned by: Director Jackie Lovejoy

Seconded by: Secretary-Treasurer Jeff Lynch

WHEREAS: The WDDDA and EDDDA launched the roll out of the branding campaign to drive awareness of Downtown Dearborn and build a more cohesive message of what Dearborn is about and offers; and

WHEREAS: As part of this branding campaign, print promotional items are being developed; therefore, let it be

RESOLVED: That the WDDDA authorizes the printing of stickers (1K quantity) and window clings (1K quantity) with Sticker Mule via POW! Strategies for a total of \$675, split equally between WDDDA and EDDDA. WDDDA authorizes \$337.50 from acct. # 296-6100-911-51-00 for this purchase.

Yes: Chairperson Sam Abbas, Mayor Jack O'Reilly, Director Thomas Clark, Director Mark Guido, Director Mohammed Hider, and Director John McWilliams

No:

Abstained:

Absent: Director Karen Nigosian and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 Dearborn Area Chamber of Commerce Membership Directory Amendment I

Date Adopted: December 19, 2019

Motioned by: Vice Chairperson Dan Merritt

Seconded by: Director Mark Guido

WHEREAS: The EDDDA and WDDDA promote and market Downtown Dearborn to consumers to improve the economy of the districts; and

WHEREAS: The 2020 *Dearborn Area Chamber of Commerce Membership Directory* will be available in a fully interactive digital edition, mobile and 2,000 print copies distributed; and

WHEREAS: The EDDDA and WDDDA authorized sharing the cost of a full-page advertisement in the yearly publication totaling \$2475, payable to Harbor House Publishers, a Chamber Member that has partnered with the Dearborn Area Chamber of Commerce to produce the directory at its November 21, 2019 joint Board meeting; and

WHEREAS: Since the joint Board meeting, Harbor House publishers have reached out to EDDDA and WDDDA to offer a 5% discount off the cost of the front inside cover of the publication, bringing the total ad cost to \$2541.25; therefore, let it be

RESOLVED: The EDDDA approves to take a prominent ad placement by selecting the front inside cover in the 2020 *Dearborn Area Chamber of Commerce Membership Directory* for an additional cost of \$66.25, to be split equally between EDDDA and WDDDA. EDDDA commits \$33.13 to this purchase; further, let it be

RESOLVED: The EDDDA Executive Director is authorized to execute a contract on behalf of the EDDDA with Harbor House Publishers, subject to review and approval by Corporation Counsel.

Yes: Chairperson Scott Saionz, Mayor Jack O'Reilly, Director Janice Cislo, Director Julia Kapilango, and Director Judith McNeeley

No:

Abstained:

Absent: Secretary-Treasurer Jay P. Kruz, Director Mary O'Bryan, and Director Kamal Turfah

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2020 Dearborn Area Chamber of Commerce Membership Directory Amendment I

Date Adopted: December 19, 2019

Motioned by: Director Mohammed Hider

Seconded by: Director John McWilliams

WHEREAS: The WDDDA and EDDDA promote and market Downtown Dearborn to consumers to improve the economy of the districts; and

WHEREAS: The 2020 *Dearborn Area Chamber of Commerce Membership Directory* will be available in a fully interactive digital edition, mobile and 2,000 print copies distributed; and

WHEREAS: The WDDDA and EDDDA authorized sharing the cost of a full-page advertisement in the yearly publication totaling \$2475, payable to Harbor House Publishers, a Chamber Member that has partnered with the Dearborn Area Chamber of Commerce to produce the directory at its November 21, 2019 joint Board meeting; and

WHEREAS: Since the joint Board meeting, Harbor House publishers have reached out to WDDDA and EDDDA to offer a 5% discount off the cost of the front inside cover of the publication, bringing the total ad cost to \$2541.25; therefore, let it be

RESOLVED: The WDDDA approves to take a prominent ad placement by selecting the front inside cover in the 2020 *Dearborn Area Chamber of Commerce Membership Directory* for an additional cost of \$66.25, to be split equally between WDDDA and EDDDA, cost being \$33.12 for WDDDA; further, let it be

RESOLVED: The WDDDA Executive Director is authorized to execute a contract on behalf of the WDDDA with Harbor House Publishers, subject to review and approval by Corporation Counsel.

Yes: Chairperson Sam Abbas, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Mark Guido, and Director Jackie Lovejoy

No:

Abstained:

Absent: Director Karen Nigosian and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

DDDA's Office Conference Room AV Equipment

Date Adopted: December 19, 2019

Motioned by: Mayor Jack O'Reilly

Seconded by: Director Janice Cislo

WHEREAS: The EDDDA and WDDDA promote and market Downtown Dearborn to consumers and business owners to improve the economy of the districts; and

WHEREAS: The DDDA's office conference room is the site of the majority of standing committee meetings and presentations; and

WHEREAS: Both EDDDA and WDDDA find using a TV for presentation and display purposes during meetings is a beneficial tool for the presenter and attendees to share information; therefore, let it be

RESOLVED: The EDDDA approves the purchase of a 55"-65" TV, wall bracket, and cord control system supplies, and MIS install costs for a total of \$800, from account # 297-6100-911-60-10, to be split equally with WDDDA, for a cost of \$400 for the EDDDA.

Yes: Chairperson Scott Saionz, Vice Chairperson Dan Merritt, Director Mark Guido, Director Julia Kapilango, and Director Judith McNeeley

No:

Abstained:

Absent: Secretary-Treasurer Jay P. Kruz, Director Mary O'Bryan, and Director Kamal Turfah

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

DDDAs Office Conference Room AV Equipment

Date Adopted: December 19, 2019

Motioned by: Director Jackie Lovejoy

Seconded by: Director Thomas Clark

WHEREAS: The WDDDA and EDDDA promote and market Downtown Dearborn to consumers and business owners to improve the economy of the districts; and

WHEREAS: The DDDAs office conference room is the site of the majority of standing committee meetings and presentations; and

WHEREAS: Both WDDDA and EDDDA find using a TV for presentation and display purposes during meetings is a beneficial tool for the presenter and attendees to share information; therefore, let it be

RESOLVED: The WDDDA approves the purchase of a 55"-65" TV, wall bracket, and cord control system supplies, and MIS install costs for a total of \$800, from account #296-6100-911-60-10, to be split equally with EDDDA, for a cost of \$400 for the WDDDA.

Yes: Chairperson Sam Abbas, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Mark Guido, Director Mohammed Hider, and Director John McWilliams

No:

Abstained:

Absent: Director Karen Nigosian and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Executive Management Contract 2020-2022

Date Adopted: December 19, 2019

Motioned by: Director Dan Merritt

Seconded by: Director Mark Guido

WHEREAS: The EDDDA and WDDDA may affix, hire, employ or contract for Executive Management Services and the current contract with POW! Strategies ends December 31, 2019; and

WHEREAS: The EDDDA and WDDDA competitively solicited proposals for the Executive Management contract of both DDA districts for a three-year contract with two one-year renewals; and,

WHEREAS: The Selection Committee recommends the proposal from POW! Strategies, Inc., including:

1) Standard-Fixed Fee services of \$288,245 annually,

2) Supplemental/As -Needed Services totaling \$90,535, including:

a. Sub-contract services with SmithGroup in an amount of \$83,035,

b. Pre-paid items by POW! Strategies for social media marketing and advertising to be reimbursed as incurred in the amount of \$7,500

WHEREAS: The DDDAs will provide office space, computers and standard office supplies, therefore; let it be

RESOLVED: The EDDDA authorizes awarding the Executive Management Contract to POW! Strategies starting January 1, 2020 through Dec. 31, 2022, contingent upon PA 57 review by Corporation Counsel.

Yes: Chairperson Scott Saionz, Mayor Jack O'Reilly, Director Jan Cislo, Director Mark Guido, and Director Judith McNeeley

No: Director Julia Kapilango

Abstained:

Absent: Secretary-Treasurer Jay P. Kruz, Director Mary O'Bryan, and Director Kamal Turfah

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Executive Management Contract 2020-2022

Date Adopted: December 19, 2019

Motioned by: Director Jackie Lovejoy

Seconded by: Director Jeff Lynch

WHEREAS: The WDDDA and EDDDA may affix, hire, employ or contract for Executive Management Services and the current contract with POW! Strategies ends December 31, 2019; and

WHEREAS: The WDDDA and EDDDA competitively solicited proposals for the Executive Management contract of both DDA districts for a three-year contract with two one-year renewals; and,

WHEREAS: The Selection Committee recommends the proposal from POW! Strategies, Inc., including:

1) Standard-Fixed Fee services of \$288,245 annually,

2) Supplemental/As -Needed Services totaling \$90,535, including:

a. Sub-contract services with SmithGroup in an amount of \$83,035,

b. Pre-paid items by POW! Strategies for social media marketing and advertising to be reimbursed as incurred in the amount of \$7,500

WHEREAS: The DDDAs will provide office space, computers and standard office supplies, therefore; let it be

RESOLVED: The WDDDA authorizes awarding the Executive Management Contract to POW! Strategies starting January 1, 2020 through Dec. 31, 2022, contingent upon PA 57 review by Corporation Counsel.

Yes:Chairperson Sam Abbas, Mayor Jack O'Reilly, Director Thomas Clark, Director Mark Guido, Director Mohammed Hider, and Director John McWilliams

No:

Abstained:

Absent: Director Karen Nigosian and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Open Door Dearborn Business Incentives Program - Grant Applicant Alderwish CPA

Date Resolution Tabled: December 19, 2019

Motioned by: Chairperson Scott Saionz

Seconded by: Vice Chairperson Dan Merritt

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 established 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 at its April 18, 2019 joint Board meeting; and

WHEREAS: Alderwish CPA firm, an EDDDA district business, has applied for funding of \$2500 to support their installation of new business signage at 14224 Michigan Avenue; and

WHEREAS: The EDDDA considered approving the grant request for \$2500 for signage under the Open Door Dearborn grant program; let it be

RESOLVED: The EDDDA tabled action on this grant application to the next regularly scheduled meeting to occur January 16, 2020, citing additional items they would like the building owner to consider applying to the grant.

Yes: Mayor Jack O'Reilly, Director Janice Cislo, Director Mark Guido, Director Julia Kapilango, and Director Judith McNeeley

No:

Abstained:

Absent: Secretary-Treasurer Jay P. Kruz, Director Mary O'Bryan, and Director Kamal Turfah

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Tanner Friedman Contract Extension 2020

Date Adopted: December 19, 2019

Motioned by: Mayor Jack O'Reilly

Seconded by: Director Janice Cislo

WHEREAS: The EDDDA and WDDDA value and desire to increase communications, public relations, marketing and media exposure for Downtown Dearborn; and

WHEREAS: The EDDDA and WDDDA approved a contract with Tanner Friedman to provide strategic communication services for 2017 through the end of January 2018, with the option of two one-year renewals through FYE2020; and

WHEREAS: The EDDDA Board approved the option to renew the second of two one-year renewals of the contract with Tanner Friedman for strategic communications for 2019 through January 19, 2020, in an amount not to exceed \$80,000, split equally between the EDDDA & WDDDA; and

WHEREAS: The request for proposals for a new communications management contract for the DDDAs is currently in process and it recommended by City of Dearborn's Purchasing Department to extend the existing contract through June 30, 2020, to allow for the completion of the competitive solicitation process; therefore, let it be

RESOLVED: The EDDDA Board approves the contract extension of Tanner Friedman until June 30, 2020, for \$35,000, split equally between the EDDDA and WDDDA, subject to the approval of Corporation Counsel.

Yes: Chairperson Scott Saionz, Vice Chairperson Dan Merritt, Director Mark Guido, and Director Judith McNeeley

No: Director Julia Kapilango

Abstained:

Absent: Secretary-Treasurer Jay P. Kruz, Director Mary O'Bryan, and Director Kamal Turfah

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Tanner Friedman Contract Extension 2020

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The WDDDA and EDDDA value and desire to increase communications, public relations, marketing and media exposure for Downtown Dearborn; and

WHEREAS: The WDDDA and EDDDA approved a contract with Tanner Friedman to provide strategic communication services for 2017 through the end of January 2018, with the option of two one-year renewals through FYE2020; and

WHEREAS: The WDDDA Board approved the option to renew the second of two one-year renewals of the contract with Tanner Friedman for strategic communications for 2019 through January 19, 2020, in an amount not to exceed \$80,000, split equally between the EDDDA & WDDDA; and

WHEREAS: The request for proposals for a new communications management contract for the DDDAs is currently in process and it recommended by City of Dearborn's Purchasing Department to extend the existing contract through June 30, 2020, to allow for the completion of the competitive solicitation process; therefore, let it be

RESOLVED: The WDDDA Board approves the contract extension of Tanner Friedman until June 30, 2020, for \$35,000, split equally between the EDDDA and WDDDA, subject to the approval of Corporation Counsel.

Yes: Chairperson Sam Abbas, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Mark Guido, Director Mohammed Hider, Director Jackie Lovejoy, and Director John McWilliams

No:

Abstained:

Absent: Director Karen Nigosian and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Unemployment Budget Amendment 2020

Date Adopted: December 19, 2019

Motioned by: Vice Chairperson Dan Merritt

Seconded by: Director Judith McNeeley

WHEREAS: The EDDDA and WDDDA promote and market Downtown Dearborn to consumers and business owners to improve the economy of the districts; and

WHEREAS: The EDDDA is obligated for unemployment costs for the former Executive Director Michael Bewick from July 1, 2018 - June 30, 2019; and

WHEREAS: The FYE2020 adopted budget did not reflect the potential unemployment costs at the time of adoption; and

WHEREAS: The EDDDA Executive Committee recommends amending the budget to reflect the unemployment costs of \$5,068.00 in a separate budget line item for full transparency and so that funds are not pulled from programs and events already budgeted and planned for the year; and

WHEREAS: The EDDDA will need to present for budget amendment approval to Dearborn City Council; therefore, let it be

RESOLVED: The EDDDA authorizes the expenditure of \$5,068 for unemployment costs, and approves creating a new budget line item to reflect these payments for the FYE 2020 budget, subject to the approval of Dearborn City Council.

Yes: Chairperson Scott Saionz, Mayor Jack O'Reilly, Director Janice Cislo, Director Mark Guido, and Director Julia Kapilango

No:

Abstained:

Absent: Secretary-Treasurer Jay P. Kruz, Director Mary O'Bryan, and Director Kamal Turfah