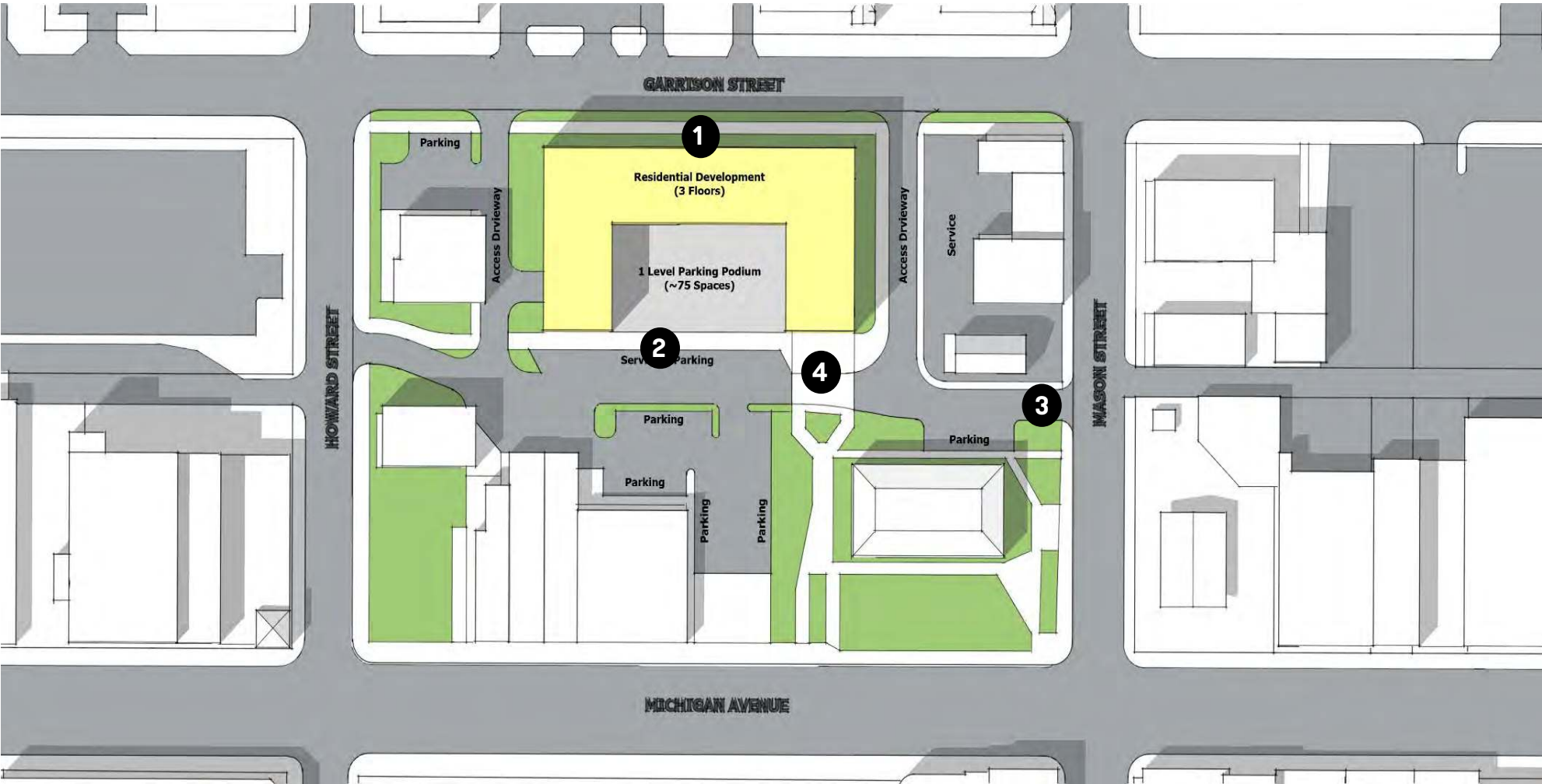


NRN STUDY

SITE 4 CAPACITY STUDY: RECOMMENDATIONS



- 1 Residential units front Garrison Street and east/west access driveways.
- 2 One level podium parking on ground floor.
- 3 Connect existing alley behind Bryant Library through to Mason Street.
- 4 Create a plaza space connecting to existing linear park adjacent to Bryant Library.

NRN STUDY

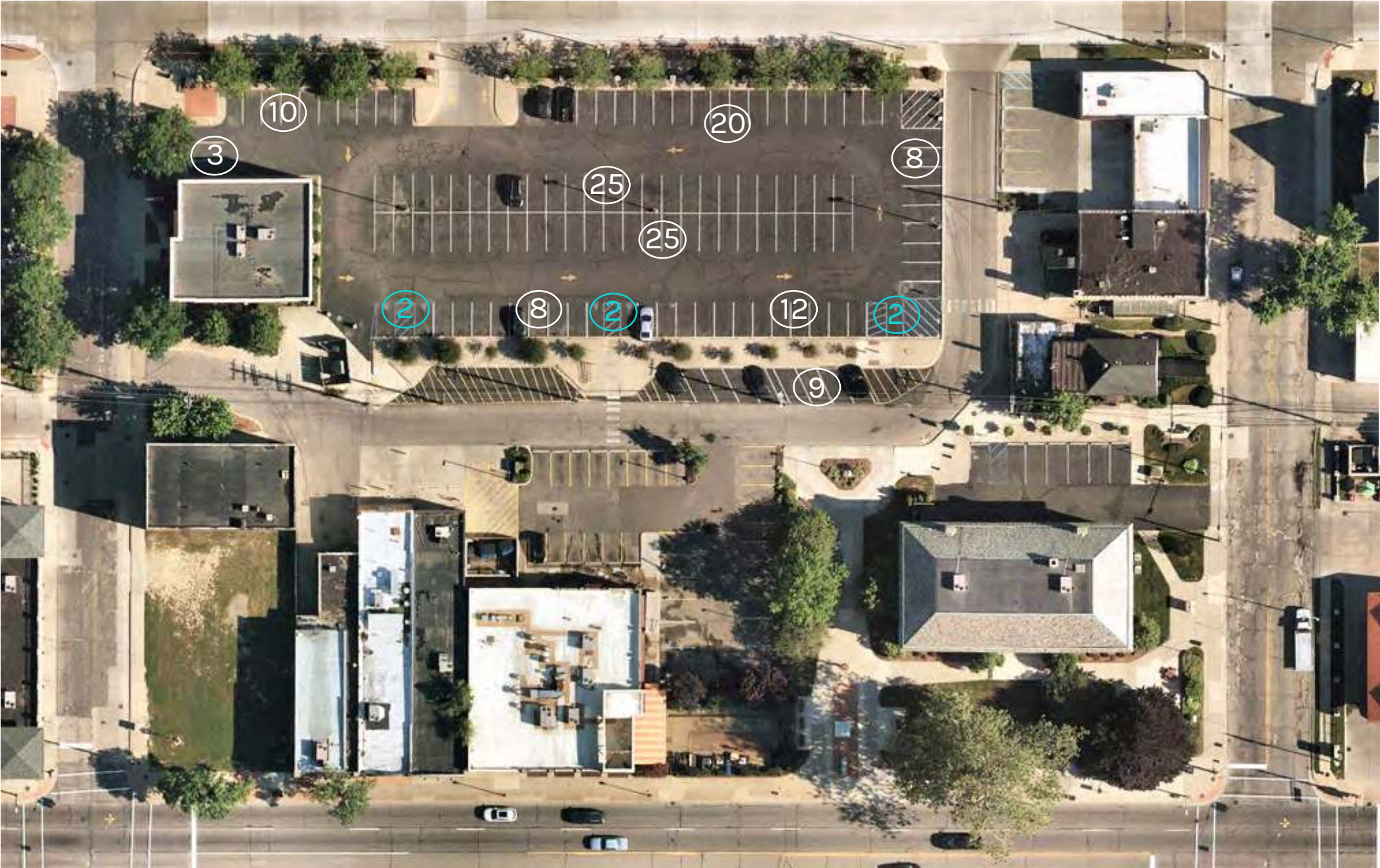
SITE 4 CAPACITY STUDY: SUMMARY



Development Summary:

Name	Floorplate	# of Floors	GSF
Res. Development	18,250 SF	3	54,750
Parking: ~75 spaces			

EXISTING PARKING



Total Number of Parking Spaces Provided in Parking Facility (per facility)	(Column A) Minimum Number of Accessible Parking Spaces (car and van)	Minimum Number of Van-Accessible Parking Spaces (1 of six accessible spaces)
1 to 25	1	1
26 to 50	2	1
51 to 75	3	1
76 to 100	4	1
101 to 150	5	1
151 to 200	6	1
201 to 300	7	2
301 to 400	8	2
401 to 500	9	2
500 to 1000	2% of total parking provided in each lot or structure	1/6 of Column A*
1001 and over	20 plus 1 for each 100 over 1000	1/6 of Column A*

*one out of every 6 accessible spaces

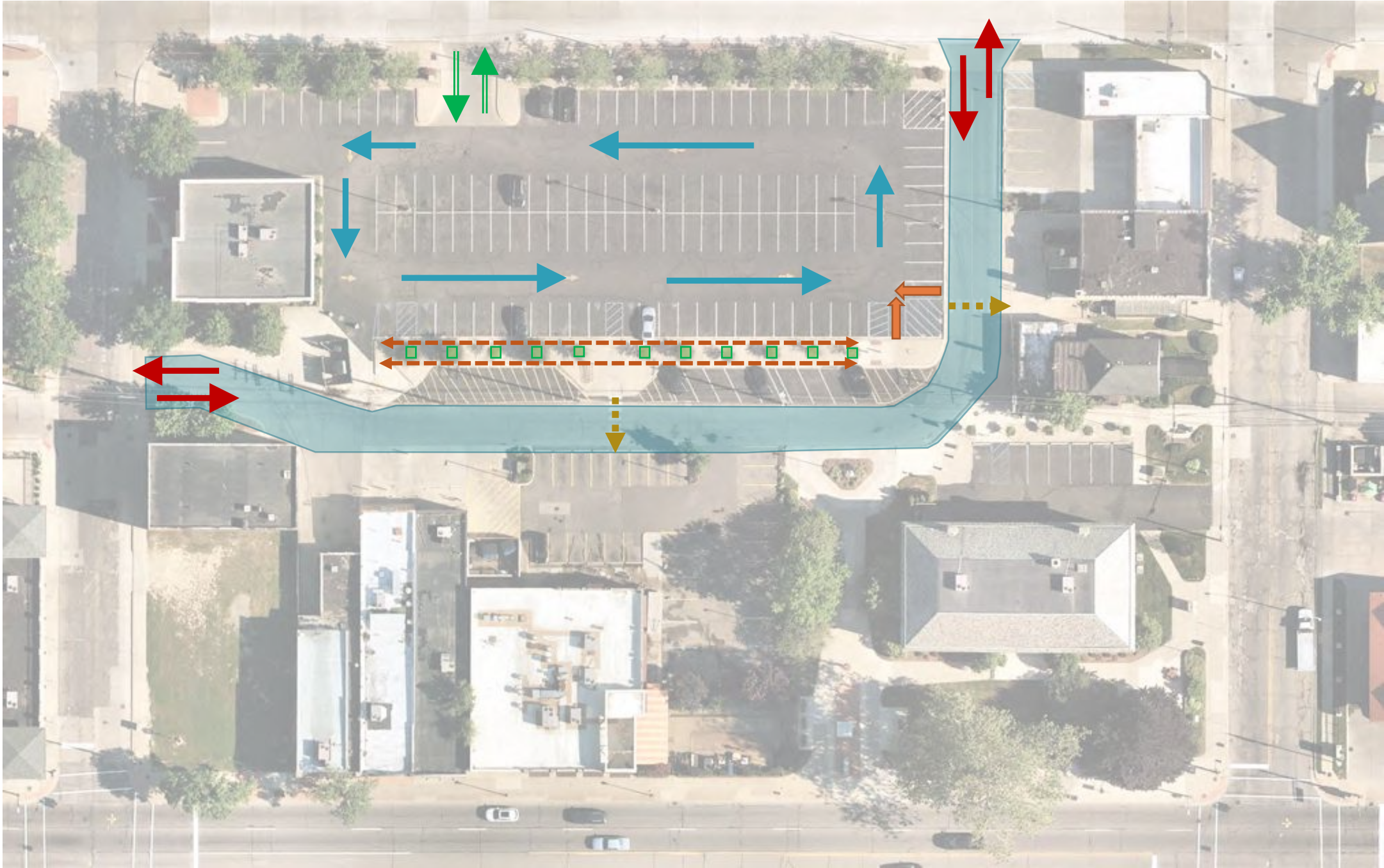
Existing Parking Counts:



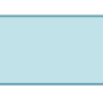




- 120 Standard parking spaces
- 6 ADA parking spaces
- 126 Total parking spaces

Required ADA parking spaces: 5

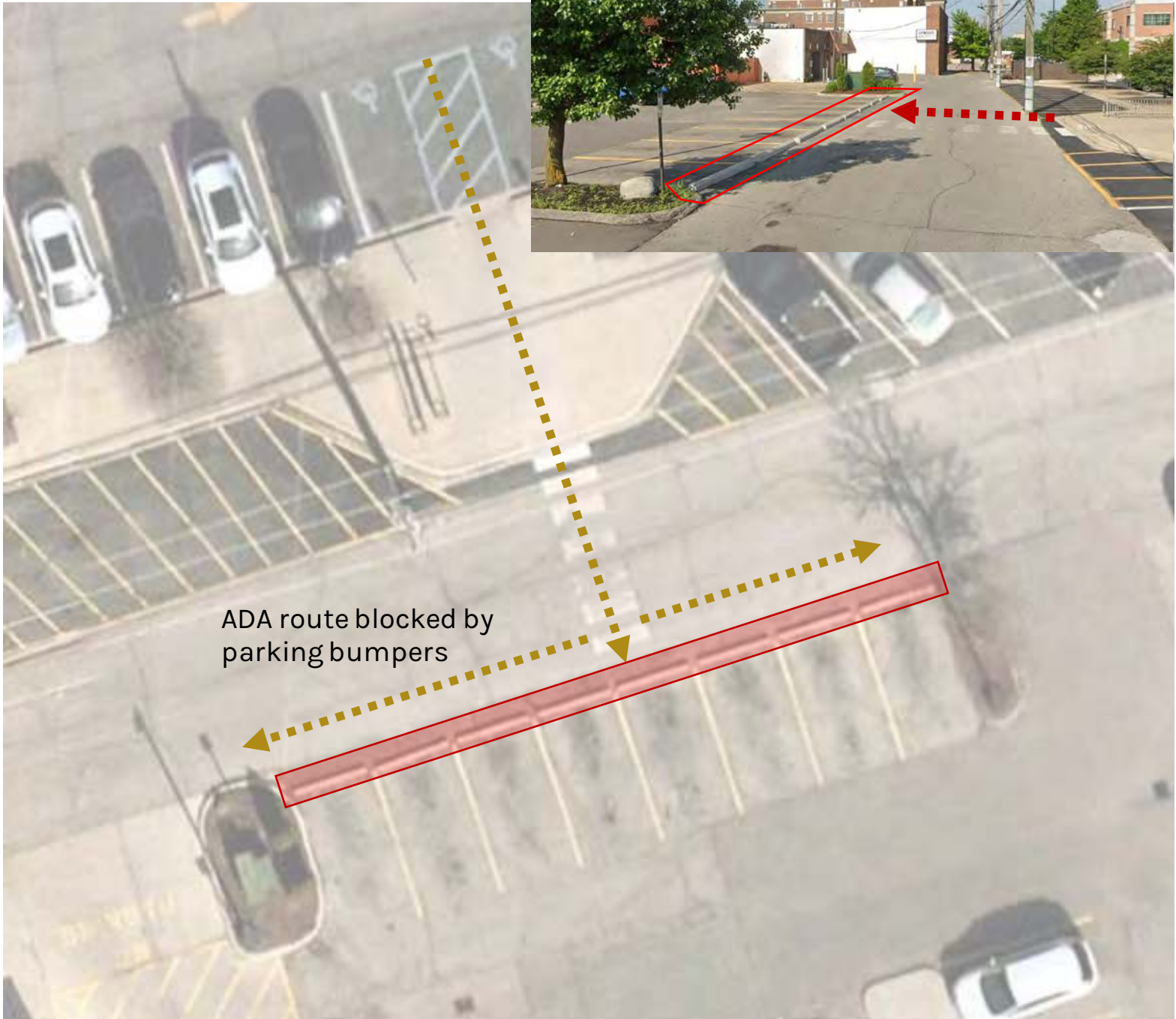
Provided ADA parking spaces: 6

EXISTING CONDITIONS ANALYSIS

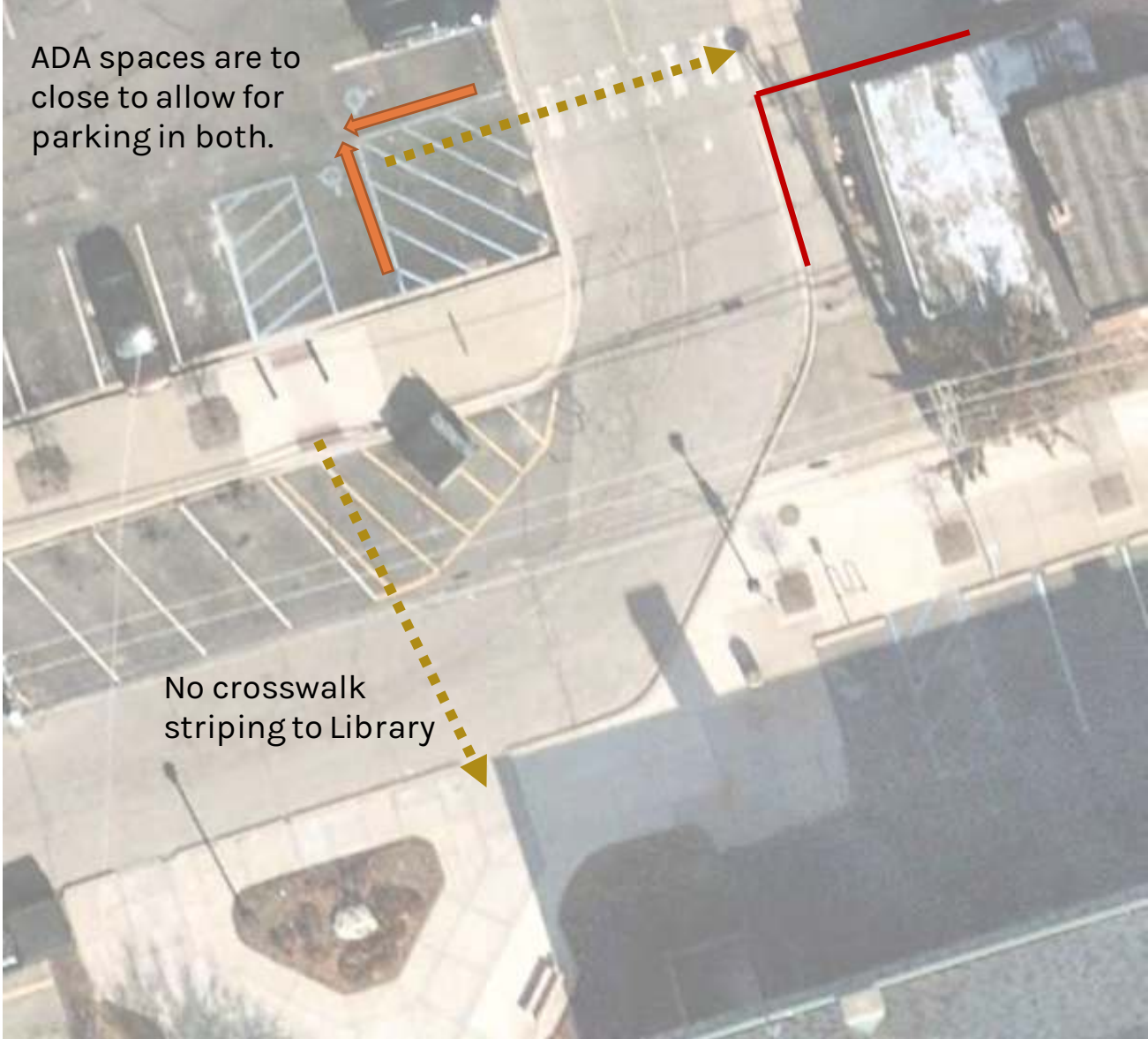


-  Planter within center of median eliminates the pedestrian flow on the sidewalk.
-  ADA corner parking spaces don't have enough perceived distance between the two.
-  Pedestrians must cross two-way drive aisle to get to their destination.
-  Each crosswalk has ADA limitations. (see next page)
-  One entrance / exit into Lot B (restricts access off alley)
-  One-way circulation within Lot B
-  Two-way circulation within Alley

ADA CROSSWALK CONFLICTS



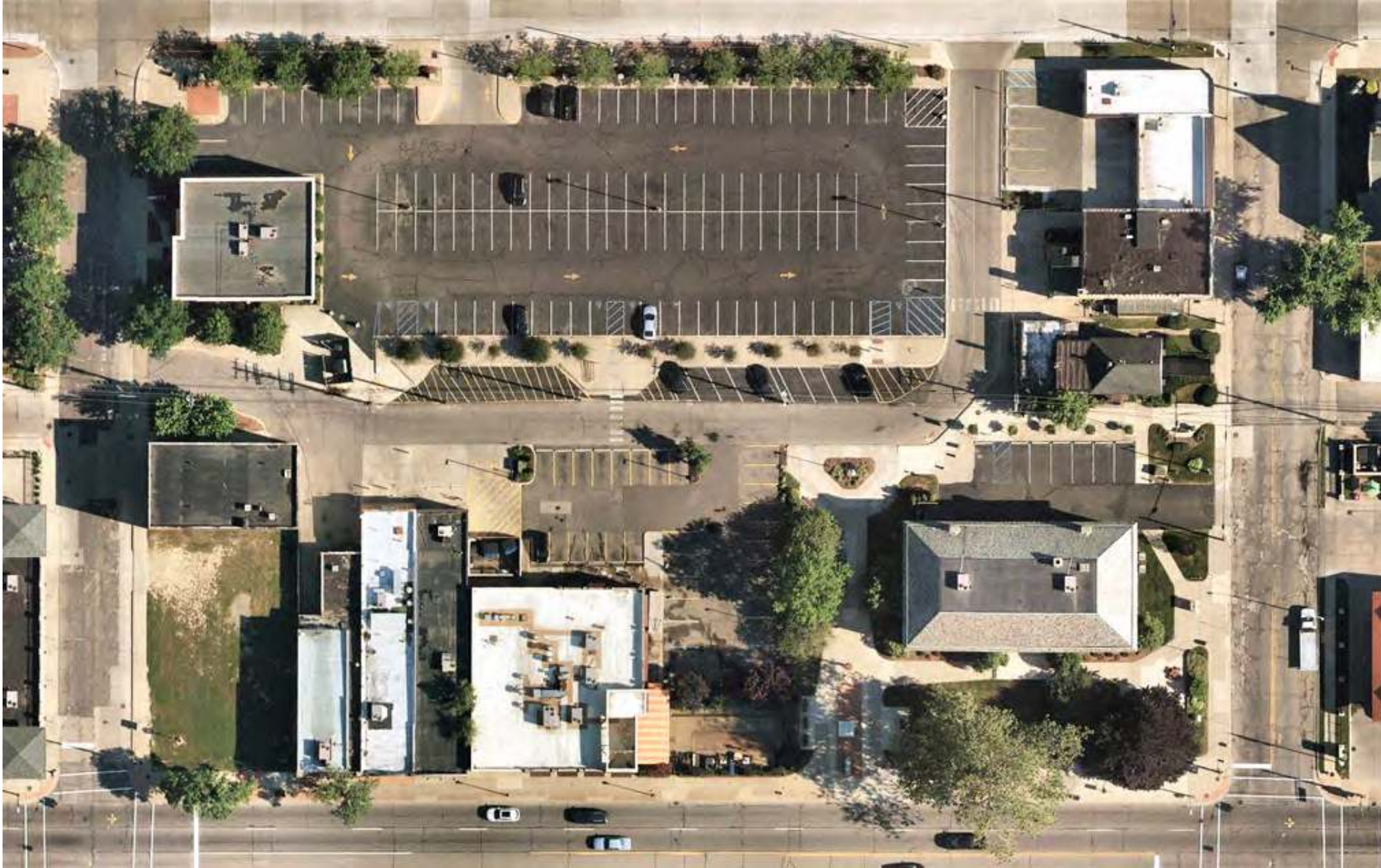
Curb restricts
ADA route to
Library



ADA spaces are to
close to allow for
parking in both.

No crosswalk
striping to Library

EXISTING CONDITIONS



This aerial photograph shows a proposed development site outlined by a red dashed line. The site is located on a street corner, with a residential neighborhood to the right and a commercial area to the left. The proposed layout includes a large central parking lot with several cars parked. To the left of the parking lot is a building with a flat roof. To the right is a larger building with a gabled roof. The site is landscaped with numerous green trees and shrubs, and there are blue rectangular areas that could be playgrounds or sports fields. A red dashed line also outlines a smaller area within the parking lot, possibly for a future building or structure.

113	Standard parking spaces
8	ADA parking spaces
121	Total parking spaces (5 less than existing)

Maintain the east/west alley to the south side of the existing power poles.

Provides a large east/west sidewalk to the south side of the existing alley.

Provides majority of parking on a north/south axis

Provides some ADA parking directly adjacent to the sidewalk and links to local businesses.

Removes 8 parking spaces and
realigns dumpster location at
Buddy's Pizza

CONCEPT 2



Proposed Parking Counts:

- 111 Standard parking spaces
- 8 ADA parking spaces
- 119 Total parking spaces
(7 less than existing)

Maintain both the alley and parking lot entry along Garrison.

Maintain the east/west alley to the south side of the existing power poles.

Provides a large east/west sidewalk to the south side of the existing alley.

Provides majority of parking on a north/south axis

Removes 8 parking spaces and realigns dumpster location at Buddy's Pizza

CONCEPT 3



Proposed Parking Counts:

- 129 Standard parking spaces
- 6 ADA parking spaces
- 135 Total parking spaces
(9 more than existing)

Realign both the alley and parking lot entry along Garrison.

Moves the east/west alley to the north side of the existing power poles.

Provides a large east/west sidewalk to the south side of the new alley location.

Maintains parking on an east/west axis.

Provides ADA parking directly adjacent to the sidewalk and links to local businesses.

Removes 8 parking spaces and realigns dumpster location at Buddy's Pizza

EXISTING CONDITIONS



CONCEPT 1



CONCEPT 2



CONCEPT 3



LIBRARY & LOT B RECOMMENDATIONS

SHORT-TERM/IMMEDIATE RECOMMENDATIONS

In conjunction with proposed Library Lot plans, we recommend the following:

- Dedicate library patrons only handicap parking signage to the two new handicap spots.
- Add 15-minute parking signage at spots adjacent to Library on Mason Street.
- Adjust snow removal maintenance schedules to clear the library's entries as one of their first stops.

Lot B

- Option: Dedicate library only spaces in Lot B and monitor usage.
- Add bollards to crosswalk ramp from Lot B to Library to define the pedestrian zone and prevent parking over the lines.
- Confirm that the handicap signs are still in place and follow all standard guidelines in Lot B.

MID-TERM RECOMMENDATIONS

- Meter the remaining on-street spots on Mason with pay stations. This will prevent “all-day parking” in the spots that should be highest turn-over. It will also prevent overflow parking from gas station. Coupons can be provided to library patrons for free parking when visiting the library.
- Once streetscape construction is completed, enhance Police regulations of gas station overflow and work with gas station to resolve tow truck issues.
- Add an additional drop box to alleviate accessibility concerns. Keep the current walk-up drop-box location but offer drive-up drop-box location perhaps either near each library or one central point within the City. Recommend further discussions.

Lot B

- Conduct a parking usage analysis of Lot B, especially the usage of the handicap spaces to determine need of additional handicap parking. Conduct a survey of library patrons regarding parking usage.
 - There sometimes is a perceived notion that the amount isn't always enough but when you monitor it there is no problem. However, the only way to know is to monitor it and survey to library patrons.
 - Questions to ask:
 - Are the existing handicap spaces consistently full throughout the day, certain days of the week or times?
 - Are there other indicators that show the need for additional handicapped spaces?
- Reconfigure the handicap spaces in Lot B to improve parking access. Before restriping, confirm that parking lot is level in those areas.
- If more handicap spots are found to be needed, then add additional spots to the alley parking spots closest to the Library. Again, leveling of the parking spaces must be confirmed prior to restriping.

LONG-TERM RECOMMENDATIONS

Lot B

- Evaluate and potentially redesign Lot B and the alley between Mason and Howard. Need to consider the following:
 - Access to business properties/private lots on Mason.
 - Access to Buddy's and Biergarten private lots.
 - Truck access for deliveries and garbage.
 - Traffic flow in parking lot
 - Quantity and location of handicap spaces.
 - Vegetation/Shade.
 - Pedestrian accessibility/medians

SUMMARY AND RECOMMENDATIONS FOR BRYANT LIBRARY LOT

The WDDDA held a public meeting on February 26, 2020, at the Bryant Library to review and discuss the proposed plans for the Bryant Library Parking Lot. Approximately 25 people attended the meeting.

Questions revolved around a couple of key areas or points of concern, including:

- Lack or shortage of handicap parking supply.
- Location and/or access of handicap parking.
- Dropbox location and/or accessibility via vehicle.
- Pedestrian/vehicular conflict points. Near misses.
- Maintenance during inclement weather.
- Dedicated library only parking.
- Handicap spaces in Lot B are in accessible and not well signed.
- Crosswalk ramp from Lot B needs better definition and bollards to prevent cars from blocking/overparking on the pedestrian path.

ANALYSIS

Streetscapes

As a starting point, the current streetscape construction on Howard, Mason and Monroe was discussed showing the evolution of the project.

The goals of the streetscape project included the following:

- Improve both the vehicular and non-motorized experience through Dearborn including traffic calming and dedicated bike lanes on Monroe Street
- Create a walkable downtown
- Promote alternative transportation choices
- Make downtown safer for the pedestrian and bicycle rider
- Enhance neighborhood character

The timeline of research, community engagement and approval process are below.

- NRN Study – Start Early 2016 to Mid-2017 [March 16, 2017 (final deliverable)]
- Traffic Safety Study – 2018
- Public Meetings –
 - 2017-0419 Design and Economic Vitality Committee review of North Streets Schematic Design
 - 2017-0516 Public Meeting (Form Based Code)
 - 2017-0728 Public Meeting: Streetscape Framework for West Downtown (Michigan Ave, Monroe and West Village)
 - 2018-0131 Public Meeting (Michigan Ave Schematic Design Concepts)
 - 2018-1115 Update on Wagner, Michigan Ave, North Streets, Cultural Trail and East Dearborn

- 2019-0729 Streetscape Framework for West Downtown
- Board / Council Presentations -
 - 2017-0622 City Meeting (North Streets SD, Michigan Ave and Wagner)
 - 2017-0921 Update on Wagner, Michigan Ave and North Streets
 - 2017-0921 Board Presentation (update on Wagner Improvements, Michigan Ave and North Streets)
 - 2018-0206 Council Presentation (update on Wagner Improvements)
 - 2018-1115 Board Presentation (Wagner, Michigan Ave, North Streets, Cultural Trail, East Dearborn)
 - 2019-0716 Council Approval –

Library Parking Lot

- Ratio of Handicap Parking:
 - Required ratio provided below <https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/guide-to-the-ada-standards/chapter-5-parking>

Parking Facility Total	Minimum Number of Accessible Spaces		
	Standard	Van*	Total (Standard + Van)
1 - 25	0	1	1
26 – 50	1	1	2
51 – 75	2	1	3

- The current library parking lot has two handicap spaces and four regular parking spaces.
- The new design plan retains two handicap parking spaces, and the regular parking is shifted to on-street on Mason immediately adjacent to the library, which previously didn't have parking. This shift improves pedestrian safety by removing vehicle/pedestrian conflict points with the drive access and location to the library doors.
- The new library parking lot design plan meets the required handicap parking ratio.
- Even though the library is providing over the minimum required amount of handicap spaces based on the standard ratio it may not be enough for the types of patrons that use the library.
- There is potentially a higher influx of handicap users at the Bryant Library due to the closing of the Centennial Library for reconstruction.
- Distance of Handicap Spaces:
 - The proposed spaces are a very close in terms of proximity to the original existing spaces.
 - Existing ADA route proposed to be removed = +/- 22'
 - Existing ADA route to remain = +/- 127'
 - Proposed ADA route to be installed = +/- 32' (See diagram below)
 - Additionally, the spaces are located closer than handicapped spaces at other nearby local libraries.

- Henry Ford Centennial Library distance from front door to nearest handicap space = +/- 138'
- Esper Branch Library distance from:
 Front door to the nearest handicap space = +/- 94'
 Back door to the nearest handicap space = +/- 35'

Proposed Concept



- Safety:
 - There is an existing safety concern with having an active drive aisle so close to 4 pedestrian entrance/exit doors.
 - The existing guard rail adjacent to the building was to help alleviate the vehicles hitting the building. It is apparent that it has been hit numerous times.
 - The striped areas for no parking in Lot B are not clearly identified when there is snow cover.
 - Lot B does not have enough signage identifying the handicap spaces.
 - Handicap parking in Lot B doesn't seem sufficient enough based on conversations with public
 - Handicap parking in Lot B is not easily accessible due to the corner locations when cars back out. People are afraid of getting blocked in. Restriping would be a quick and inexpensive solution. If the corner parking spaces are located without enough clearance adjustments could be made to the pavement markings to shift it down further.
- Sustainability:
 - Existing Library parking lot in combination with the roof drainage is causing stormwater concerns within the limit of the lot.
 - In discussions with the library, a new drop box location was a concern for staff maintaining it.

Questions/Suggestions from Public:

- The City does not own the sidewalk area between the beauty salon and the current library lot, therefore, expansion of the lot is not possible.

- It was suggested by one of the community session attendees to reverse the parking space direction in the existing library lot. The ability to reverse the parking spaces would be costly due to the location of an existing transformer on the Library site, as well as underground and overhead utilities. This could be investigated further if interested.
- Circular drive was mentioned, but again, due to utility conflicts, moving these would be costly. This could be investigated further if interested.

SHORT-TERM/IMMEDIATE RECOMMENDATIONS IN CONJUNCTION WITH LIBRARY LOT PLANS

In conjunction with proposed Library Lot plans, we recommend the following:

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PARKLET PLACEMAKING

UNILOCK
PAVERS & WALLS



PARKLET - a raised architectural platform that extends the sidewalk and provides more space and amenities

ADVANTAGES

- Removable
- Flexible
- Low maintenance cost
- Low installation cost
- Easy to store
- No impediment to stormwater
- Scalable pricepoints

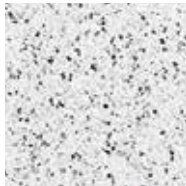
PLATFORM MATERIAL

Architectural Concrete Slab - ARCANA™

\$15-19 per square foot (including pedestals)



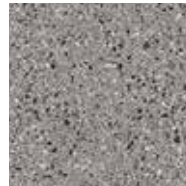
Lugano



Modena



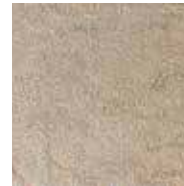
Corvara



Vivanto

Natural Stone

\$16-21 per square foot (including pedestals)



Indian Coast



Stonecliff Grey



Black River

Porcelain Tile

\$16-18 per square foot (including pedestals)



Gotham Beige



Gotham Grey



Gotham Nero

Wood Tile

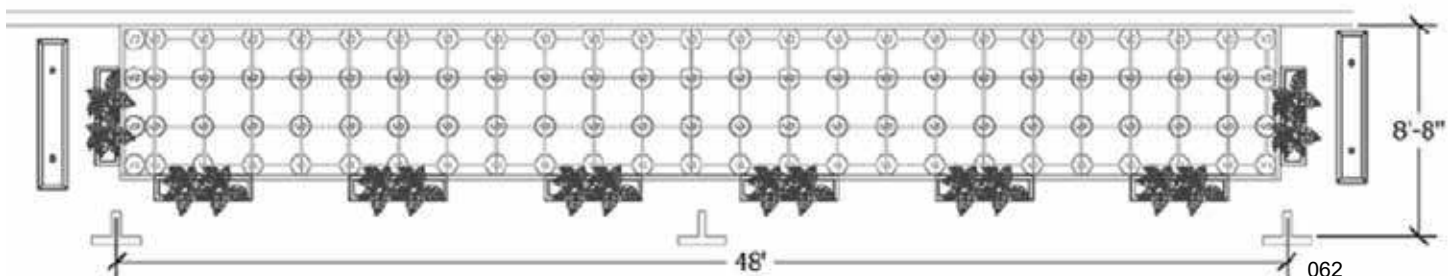
\$18-20 per square foot (including pedestals)



Cumaru Tile

Additional wood styles
and sizes are available.

Two Standard Parallel Parking Spots (8' x 24' ea)
62 - 24x24" Tiles - 300 square feet



PARKLET PLACEMAKING

UNILOCK
PAVERS & WALLS

PLANNING PROCESS

1. Select platform material



2. Select location



3. Pedestal set-up



4. Surface installation



5. Barriers



6. Amenities



Ask us about using the U-Cara® Modular System to create barriers and dividers!



Contact me for more information:

Scott Black, PLA, ASLA
Commercial Design Consultant

scott.black@unilock.com
248-207-2035



Design Options to Maximize Social Space

June 2020





“Survival is for those who are flexible; they are smart enough to adapt and they never give up!”

- Noha Alaa El-Din,
[Norina Luciano](#)

Design Options to Maximize Social Space

Overview



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webster

- How can space be created?
 - Open Streets
 - “Flex Streets”
- What elements should be considered?
 - Site Amenities
 - Seasonality | Storage
 - Flexibility
- Implementation





**SIMPLE & IMMEDIATE
TO
DETAILED & LONGEVITY**

Design Options to Maximize Social Space

How Can Space be Created?



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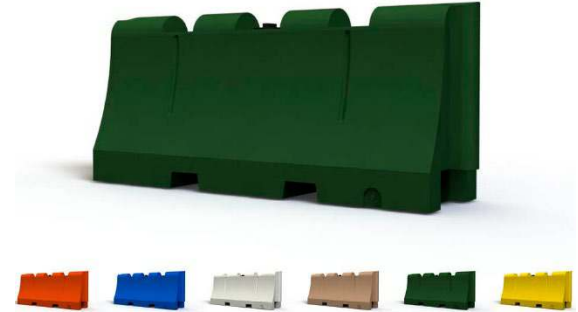
- What immediate resources do you have to define open space?
- Budget?



*Galvanized Stock Tank \$85
Tractor Supply*



Pine Wood Planter \$280 Wayfair



Water-Filled Jersey Barrier \$350



Corten Steel Planter \$200-\$350 Wayfair

Design Options to Maximize Social Space

How Can Space be Created?



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Keyhole Bar, Mackinaw City⁰⁶⁹
By Aaron Thompson, 06/2020

Design Options to Maximize Social Space

How Can Space be Created?



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PARK [ing] in 2005, San Francisco, CA

Design Options to Maximize Social Space

How Space Can be Created :: Open Street



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- What Size?
 - Single Space [8ft x 22ft]
 - More?
 - Expandable?
- Storage?
- On Wheels?



*Youth Art Exchange Design Competition Single
Space, San Francisco, CA*

Design Options to Maximize Social Space

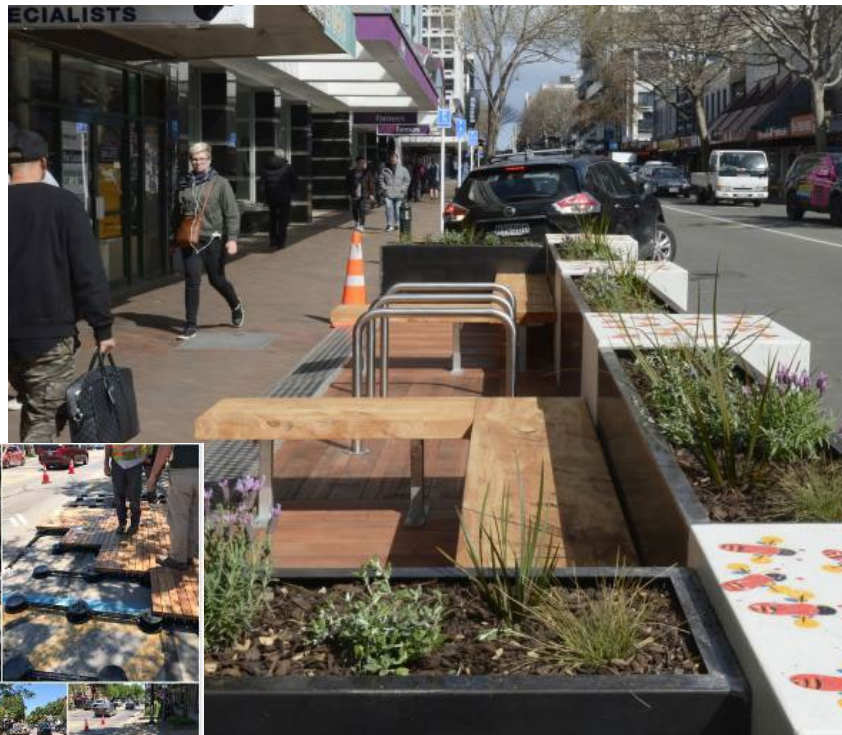
Elements to Consider



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- Buffer From Traffic
 - 18"min from passing vehicles per NACTO
- Decking Material
- Tables
- Seating
- Shade
- Vegetation
- Optional Items
 - Hand Sanitizer Stations
 - Bike parking
 - Trash
 - Lighting
 - Sound



Parklet Decking – Roof Deck Material 072
Milford, MI Unilock.com

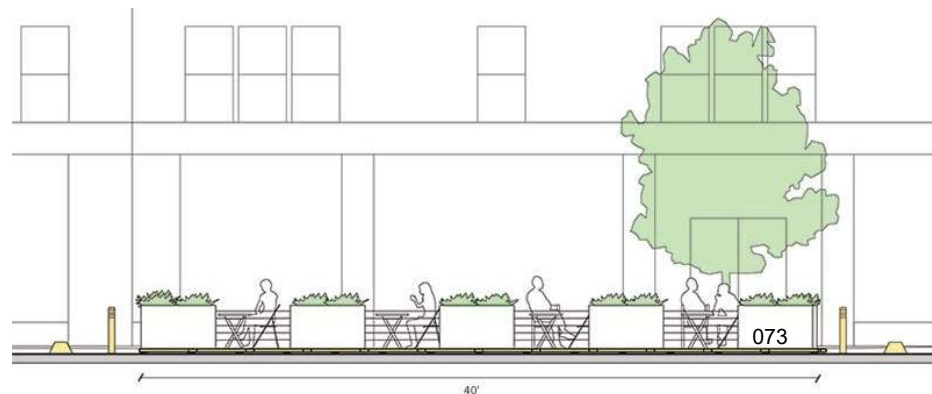
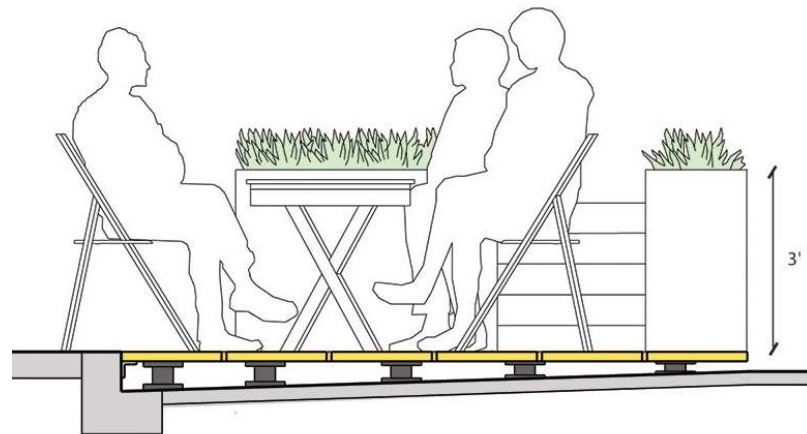
Design Options to Maximize Social Space

How Space Can be Created :: NACTO Guidelines



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[NACTO \[National Association of City Transportation Officials\]
Guide to Parklet Design](#)

Design Options to Maximize Social Space

How Space Can be Created :: Open Street



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By [PlayCore](#), 06/2020
074

Design Options to Maximize Social Space

How Space Can be Created :: Open Street



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[Main Street, Pacerville, CA](#)
[Oak Ridge HS Student Design](#)
 By Shelly Thorene 03/25/2019

[Chicago Chatham Neighborhood](#)
[Latent Design 11/2017](#)
[Rachel Kaufman](#)

Design Options to Maximize Social Space

How Space Can be Created :: Open Street



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*Honolulu "Fun and Games" Parklet
Dennis Oda 2014*



[Four Barrel Coffee Shop Parklet](#)
[375 Valencia, Mission District](#)
[San Francisco 2011](#)

Design Options to Maximize Social Space

How Space Can be Created :: Open Street



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*MOJO
Astoria, OR 2015*



Butanta, San Paulo, Brazil

Design Options to Maximize Social Space

How Space Can be Created :: Open Street



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*Solar
Canopy*



*Rainwater
Harvesting*

Princeton, New Jersey

Design Options to Maximize Social Space

How Space Can be Created :: Open Street



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[Terraced Parklet, San Francisco](#)

By John King, The Cronicle, 05/2019

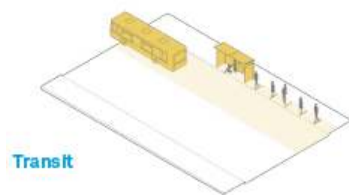
Design Options to Maximize Social Space

How Space Can be Created :: FLEX Street



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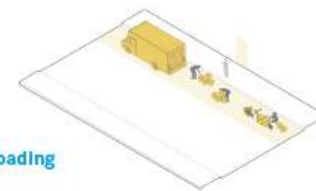
Transit



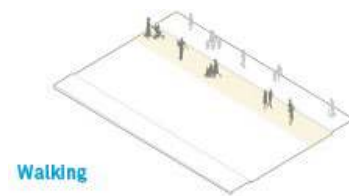
School
Streets



Dining



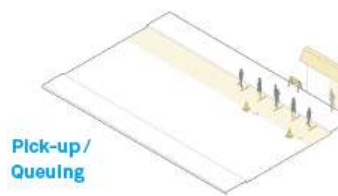
Loading



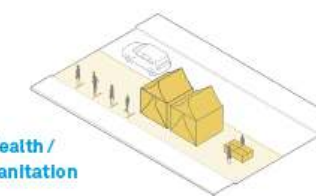
Walking



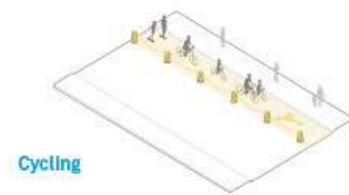
Slow / Shared
Streets



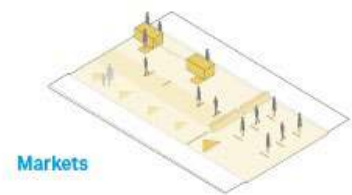
Pick-up /
Queuing



Health /
Sanitation



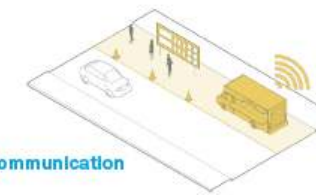
Cycling



Markets



Open / Play
Streets



Communication



6 Streets for Pandemic Response & Recovery | 05/21/2020



7 Streets for Pandemic Response & Recovery | 05/21/2020

Design Options to Maximize Social Space

How Space Can be Created :: FLEX Street

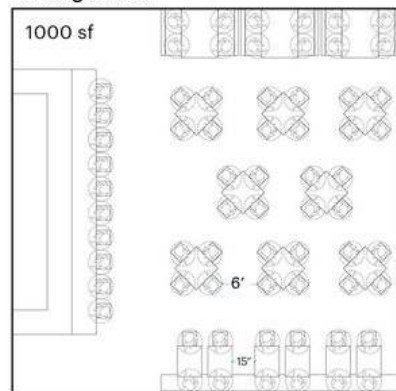


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How Can Seating Be Maximized Under New Distancing

Seating Before



15 sf / occupant

67 seats

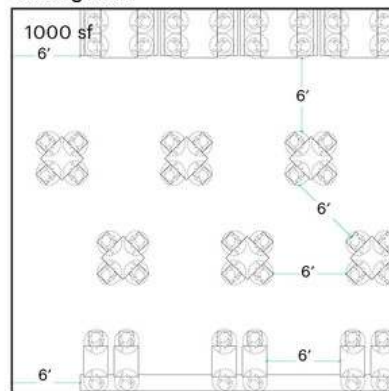
12 booth

11 high-tops

32 open table

12 banquet

Seating After



20 sf / occupant

52 seats

16 booth

0 high-tops

24 open table

12 banquet



Street Dining, Ukraine:: Reuters

Design Options to Maximize Social Space

How Space Can be Created :: FLEX Street



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- Curbless Street Design
- Restaurant Districts
- Retailers' & Entrepreneurs' DREAM



Bagley Street, Mexicantown, Detroit, MI :: CurbedDetroit.com

[Source: After Lockdown New Opportunities for Downtown Shopping Districts, Bob Gibbs, FORA, The Dirt](#)

Design Options to Maximize Social Space

How Space Can be Created :: FLEX Street



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Downtown Midland, MI July 2019

Downtown Toledo, OH

Design Options to Maximize Social Space

How Space Can be Created :: Alleys



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- Consider Back Door Spaces Dining & Retail



Parker's Alley, Detroit, MI
Dino's Alley, Downtown Ferndale, MI



DESIGN & IMPLEMENT

Design Options to Maximize Social Space

How Could Parklets be Funded?



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Design Options to Maximize Social Space

How Could Parklets be Funded?



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Return On Investment

Cost of Parking
Space Annually
VS.

Dollars in Local
Businesses



**JOINT DDDA BOARD
ADOPTED RESOLUTIONS
JUNE 2020**

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Artspace Office Lease FYE 2021

Date Adopted: June 18, 2020

Motioned by: Director Kamal Turfah

Seconded by: Director Janice Cislo

WHEREAS: At its November 9, 2017, Board meeting, the EDDDA resolved to move into one of the non-residential office spaces in the City Hall Artspace Lofts building; and

WHEREAS: The EDDDA Board executed a lease agreement on December 8, 2017, for an office in 13615 Michigan Avenue Building B, the designated commercial space in the City Hall Artspace Lofts building, for an office with a per square foot rental amount of no more than \$20; and

WHEREAS: The WDDDA Board agreed to sharing the office space with the EDDDA and adopted a budget for office lease for FYE2019 of \$11,000; and

WHEREAS: The EDDDA has been sharing this office space with the WDDDA since June of 2018 and has been paying half of the office's monthly rent (\$902.50) since July of 2018; and

WHEREAS: The EDDDA Board authorized an amount not to exceed \$10,830 (\$902.50 monthly) for July 1, 2019-June 30, 2020, towards sharing an office with the WDDDA in 13615 Michigan Avenue Building B from building rental line item #297-6100-911-44-10; let it

RESOLVED: The EDDDA Board authorizes an amount not to exceed \$10,830 (\$902.50 monthly) for July 1, 2020-June 30, 2021, towards sharing an office with the WDDDA in 13615 Michigan Avenue Building B from building rental line item #297-6100-911-44-10; and let it be further

RESOLVED: That the EDDDA Executive Director is authorized to execute the contract with the listed service provider on behalf of the EDDDA, subject to the review and approval by Corporation Counsel.

Yes: Chairperson Dan Merritt, Secretary-Treasurer Julia Kapilango, Mayor Jack O'Reilly, Director Janice Cislo, Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Artspace Office Lease FYE 2021

Date Adopted: June 18, 2020

Motioned by: Mayor Jack O'Reilly

Seconded by: Chairperson Sam Abbas

WHEREAS: At its November 9, 2017, Board meeting, the EDDDA resolved to move into one of the non-residential office spaces in the City Hall Artspace Lofts building; and

WHEREAS: The EDDDA Board executed a lease agreement on December 8, 2017, for an office in 13615 Michigan Avenue Building B, the designated commercial space in the City Hall Artspace Lofts building, for an office with a per square foot rental amount of no more than \$20; and

WHEREAS: The WDDDA Board agreed to sharing the office space with the EDDDA and adopted a budget for office lease for FYE2019 of \$11,000; and

WHEREAS: The WDDDA has been sharing this office space with the EDDDA since June of 2018 and has been paying half of the office's monthly rent (\$902.50) since July of 2018; and

WHEREAS: The WDDDA Board authorized an amount not to exceed \$10,830 (\$902.50 monthly) for July 1, 2019-June 30, 2020, towards sharing an office with the EDDDA in 13615 Michigan Avenue Building B from building rental line item #296-6100-911-44-10; let it

RESOLVED: The WDDDA Board authorizes an amount not to exceed \$10,830 (\$902.50 monthly) for July 1, 2020-June 30, 2021, towards sharing an office with the EDDDA in 13615 Michigan Avenue Building B from building rental line item #296-6100-911-44-10; and let it be further

RESOLVED: That the WDDDA Executive Director is authorized to execute the contract with the listed service provider on behalf of the EDDDA, subject to the review and approval by Corporation Counsel.

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

No:

Abstained:

Absent: Director Karen Nigosian

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Branded Banners - EDDDA

Date Adopted: June 18, 2020

Motioned by: Director Eric Woody

Seconded by: Mayor Jack O'Reilly

WHEREAS: The EDDDA and WDDDA has launched the new branding initiative and 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 with the new branding elements; and

WHEREAS: The EDDDA obligates \$1500 for the design, production and shipping of branded banners that will be placed throughout the EDDDA district; therefore be it

RESOLVED: The EDDDA authorizes expending up to \$1500 for the design, production and shipping of the branded banners from the General Marketing budget line item account #297-6100-911-51-00, subject to review and approval of Corporation Counsel.

Yes: Chairperson Dan Merritt, Secretary-Treasurer Julia Kapilango, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Branded Banners - WDDDA

Date Adopted: June 18, 2020

Motioned by: Vice Chairperson Mohammed Hider

Seconded by: Chairperson Sam Abbas

WHEREAS: The WDDDA and EDDDA has launched the new branding initiative and 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 with the new branding elements; and

WHEREAS: The WDDDA obligates \$4250 for the design, production and shipping of branded banners that will be placed throughout the WDDDA district; therefore be it

RESOLVED: The WDDDA authorizes expending up to \$4250 for the design, production and shipping of the branded banners from the General Marketing budget line item account #296-6100-911-51-00, subject to review and approval of Corporation Counsel.

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

No:

Abstained:

Absent: Director Karen Nigosian

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Budget Carry-Forwards from FYE2020 to FYE2021

Date Adopted: June 18, 2020

Moved by: Director Jan Cislo

Seconded by: Director Mark Guido

WHEREAS: The City of Dearborn's process for carrying forward any budget items from the current fiscal year to the future fiscal year, in this case, FYE2020 to FYE2021; and

WHEREAS: The WDDDA and EDDDA have the following projects in which funding needs to be carried forward into FYE2021 in order to complete the projects and contracts:

Item	WDDDA	EDDDA
Branding	\$110,985	\$62,462
Planter Tree Well Removal	\$0	\$32,000
City Hall Park Redesign	\$0	\$20,000
Brand Banners	\$4,250	\$1,500
Dearborn Restaurant Week	\$15,450	\$15,450
Bike Racks	\$4,000	\$15,000

RESOLVED: That the EDDDA authorizes carrying forward \$146,412 for Branding, Planter Tree Well Removal, City Hall Park Redesign, Brand Banners, Dearborn Restaurant Week and Bike Racks from FYE2020 to FYE2021.

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, and Director Eric Woody.

No:

Abstain:

Absent: Vice Chairperson Jay Kruz, Secretary-Treasurer Julia Kapilango, and Director Kamal Turfah.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Budget Carry-Forwards from FYE2020 to FYE2021

Date Adopted: June 18, 2020

Motioned by: Director Jeff Lynch

Seconded by: Director Jackie Lovejoy

WHEREAS: The City of Dearborn's process for carrying forward any budget items from the current fiscal year to the future fiscal year, in this case, FYE2020 to FYE2021; and

WHEREAS: The WDDDA and EDDDA have the following projects in which funding needs to be carried forward into FYE2021 in order to complete the projects and contracts:

Item	WDDDA	EDDDA
Branding	\$110,985	\$62,462
Planter Tree Well Removal	\$0	\$32,000
City Hall Park Redesign	\$0	\$20,000
Brand Banners	\$4,250	\$1,500
Dearborn Restaurant Week	\$15,450	\$15,450
Bike Racks	\$4,000	\$15,000

RESOLVED: That the WDDDA authorizes carrying forward \$134,685 for Branding, Brand Banners, Dearborn Restaurant Week and Bike Racks from FYE2020 to FYE2021.

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

No:

Abstain:

Absent: Director Karen Nigosian

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

DDDA's Comcast Internet Billing FYE 21

Date Adopted: June 18, 2020

Motioned by: Director Janice Cislo

Seconded by: Director Eric Woody

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: A new PO needs to be issued for contract year FYE 2021 with Comcast at a rate of \$190 a month, totaling \$2280, to be split equally between EDDDA and WDDDA; so let it be

RESOLVED: The EDDDA authorizes an expenditure of \$1140 for EDDDA's 50% portion of the Comcast billing year of FYE 2021, using account # 297-6100-911-53-00; and let it be

RESOLVED: The EDDDA Executive Director is authorized to execute contracts on behalf of the EDDDA, subject to review and approval by Corporation Counsel.

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

DDDA's Comcast Internet Billing FYE 21

Date Adopted: June 18, 2020

Motioned by: Director Jackie Lovejoy

Seconded by: Director Mohammed Hider

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: A new PO needs to be issued for contract year FYE 2021 with Comcast at a rate of \$190 a month, totaling \$2280, to be split equally between WDDDA and EDDDA; so let it be

RESOLVED: The WDDDA authorizes an expenditure of \$1140 for WDDDA's 50% portion of the Comcast billing year of FYE 2021, using account # 296-6100-911-53-00; and let it be

RESOLVED: The WDDDA Executive Director is authorized to execute contracts on behalf of the WDDDA, subject to review and approval by Corporation Counsel.

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

No:

Abstained:

Absent: Director Karen Nigolian

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

COVID-19 Office Supplies 2020-EDDDA

Date Adopted: June 18, 2020

Motioned by: Director Heidi Merino

Seconded by: Director Janice Cislo

WHEREAS: The East Dearborn Downtown Development Authority (“EDDDA”) and the West Dearborn Downtown Development Authority (“WDDDA”), collectively “DDDA”, have worked collaboratively to create and maintain a vibrant Downtown Dearborn experience for all, unified by a shared vision for the community to improve the local economy; and

WHEREAS: The East & West DDAs and district businesses have been impacted by the recent COVID-19 pandemic and the DDAs office must prepare for return to work and safe, contactless event management, following local, state, and federal guidelines; and

WHEREAS: A list of required items are needed to be provide safe work environment at the office, in the field and at events; therefore, let it be

RESOLVED: That the EDDDA obligates to pay 50% of the cost of \$4129 for the purchase of supplies for office and event use, expending \$2064.50 for EDDDA from account #297-6100-911-51-00; and let it be further

RESOLVED: That the EDDDA Executive Director is authorized to execute the contract with the listed service providers on behalf of the EDDDA, subject to the review and approval by Corporation Counsel.

Vendor	Purpose	Amount
City of Dearborn	contactless thermometers (qty. 2) office/events	\$96
City of Dearborn	hand sanitizer (70% gel/gallon) \$34.50 ea., plus \$3.50 for pump - qty. 12	\$456
Visibles	medical grade masks - qty. 500; \$.90 ea for 5K	\$450
Visibles	non-latex gloves - 3 mil - \$.13/ea. for 5K	\$650
Dearborn Chamber of Commerce	disinfectant spray (liquid sanitizer) ½ gallon, qty. 10 \$19.50 each	\$195
DPW	In office, sneeze guard (installed) at desk at entrance - labor/materials	\$300

Janet Bloom	Check in table at office (purchase at Wal-Mart)	\$150
Campbell's Cleaning	move from 2x month cleaning/sanitizing to weekly for remainder of contract (month of June) (\$150); addition of Bio-Shield type product (\$50)	\$200
Sanistand	1 hand sanitizer stand in office, 4 for events (\$279 plus S/H of up to \$45)	\$1620
Janet Bloom	Spray bottle at Wal-Mart (\$3 each) qty. 4	\$12

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

COVID-19 Response Tanner Friedman 2020 Additional Hours

Date Adopted: June 18, 2020

Motioned by: Director Janice Cislo

Seconded by: Director Mary O'Bryan

WHEREAS: The East Dearborn Downtown Development Authority ("EDDDA") and the West Dearborn Downtown Development Authority ("WDDDA"), collectively "DDDA", have worked collaboratively to create and maintain a vibrant Downtown Dearborn experience for all, unified by a shared vision for the community to improve the local economy; and

WHEREAS: The East & West DDAs and district businesses have been impacted by the recent COVID-19 pandemic and a swift response was required to assist the district businesses; and

WHEREAS: Tanner Friedman was engaged to develop content for graphics, communications, media relations, website, Constant Contact, signage, and social media for Downtown Dearborn; and

WHEREAS: An additional 30 hours of work up to \$4500, was authorized by the East and West DDAs to the Tanner Friedman contract through June 30, 2020, to meet the needs of the DDAs' communication and marketing efforts, split equally between EDDDA and WDDDA; therefore, let it be

WHEREAS: An additional 24 hours of work up to \$3600 is recommended to be added to the Tanner Friedman contract through June 30, 2020, to meet the needs of the DDAs' communication and marketing efforts specifically related to crafting content and managing media relations for the reopening of the business districts and summer event schedule, split equally between EDDDA and WDDDA; therefore, let it be

RESOLVED: That the EDDDA obligates to pay 50% of the cost of \$3600 for the purchase of additional hours to be added to the Tanner Friedman contract for communications and marketing expending \$1800 for EDDDA from account #297-6100-911-34-90; and let it be further

RESOLVED: That the EDDDA Executive Director is authorized to execute the contract with Tanner Friedman on behalf of the EDDDA, subject to the review and approval by Corporation Counsel.

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

FYE 2021 - 2023 Budget Adoption - EDDDA

Date Approved: June 18, 2020

Motioned by: Director Janice Cislo

Seconded by: Director Kamal Turfah

WHEREAS: The EDDDA board approved a budget to present to the City Council for Dearborn at the April Joint DDDAs board meeting; and

WHEREAS: The City Council approved the presented EDDDA Budget; let it be

RESOLVED: That the presented Fund Balance sheet for EDDDA for FYE 2021 - FYE 2023 is formally adopted by the EDDDA board.

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

FYE 2021 - 2023 Budget Adoption - WDDDA

Date Approved: June 18, 2020

Motioned by: Chairperson Sam Abbas

Seconded by: Vice Chairperson Mohammed Hider

WHEREAS: The WDDDA board approved a budget to present to the City Council for Dearborn at the April Joint DDDAs board meeting; and

WHEREAS: The City Council approved the presented WDDDA Budget; let it be

RESOLVED: That the presented Fund Balance sheet for WDDDA for FYE 2021 - FYE 2023 is formally adopted by the WDDDA board.

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

No:

Abstained:

Absent: Director Thomas Clark, Director Jackie Lovejoy, Director Karen Nigosian, and Director Audrey Ralko.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Farmers & Artisans Market_Service Providers_ Amendment II 2020

Date Adopted: June 18, 2020

Motioned by: Director Mark Guido

Seconded by: Director John McWilliams

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

WHEREAS: The WDDDA authorized a budget of \$22,000 in expenditures for the 2020 Farmers & Artisans Market; and

WHEREAS: A listing of selected vendors and expenditures is recommended for the Farmers & Artisans Market for the 2020 season, being expended from account #296-6110-911-34-90; and

WHEREAS: Adjustments were made to accommodate the Farmers Market late start of July 10th, the entertainment vendors of Lawrence Arbor, Visual Ronin Media (Michael Kuentz), Dearborn School of Music, One Man Music Band, and Amy Loskowski, have been selected to perform for a fee of \$150 per scheduled date, with exception of One Man Band for \$135 for two dates, maintaining within the approved \$2500 entertainment budget; and

WHEREAS: Accommodations were made to remove the high contact kid activity of the bounce house from the list of service providers, which was previously approved for Jokers4Fun for \$500, and POP Club Passports for \$400 with Beshara; and

WHEREAS: The portajohns, sinks, and hand sanitizer stands from Brendel's are arranged at a cost of \$2940 for the abbreviated twelve week market season; and

WHEREAS: The Farmers Market has expanded advertising in Press & Guide for \$600 and added additional \$200 to Jean Smith's supplies budget to total \$700 for additional a-frames, tables and caution tape; so let it be

RESOLVED: The WDDDA Executive Director is authorized to execute contracts on behalf of the WDDDA with the list of providers below for the 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	\$ 1,800.00
Farmers Market Coalition via Jean Smith	Membership renewal- POP Club related materials/ resources	\$40.00
Michigan Agritourism Association	Advertisement- magazine	\$ 150.00
Times Herald (Bewick Publications)	Advertisement- newspaper	\$ 300.00
Beshara Printing	Posters (qty. 100) and yard sign patches	\$ 310.00
Lawrence Arbor Dates: 7/17/20, 8/21/20 Visual Ronin Media (Michael Kuentz) Dates: 9/18/20, 9/25/20 Dearborn School of Music Dates: 7/24/20, 8/28/20, 9/4/20 One Man Music Band Date: 7/31/20, 8/7/20 Amy Loskowski Dates: 7/10/20, 8/14/20, 9/11/20	Entertainment at market (\$150 per performance, with exception of One Man Music Band for \$135)	\$2500.00
Malko Media	A-frame signage, road closed signage, vinyl coverups (tent, over the street banners, and street pole banners)	\$1000.00
Essential IT, LLC	web hosting, maintenance, technical support (Jan. 2020-Dec. 2020)	\$ 720.00
Michigan Farmers Market Assoc. (MIFMA)	Dues for membership- advertisement	\$200.00
Jean Smith, Events Mgr.	cooking demo supplies, caution tape, tables, a-frame signs	\$700.00
Brendel's	Portajohns, sinks, and hand sanitizer stands	\$2940
Malko Media	Yard signs - Safety reminders and FM specific (\$9.50ea - qty. 30 signs total)	\$300
Malko Media	A-frame signs (\$120 ea.) qty. 4 plus signage (8 signs at \$23ea.)	\$680
Epiccrowdcontrol.com	floor/ground stickers (\$17/ 6pk) qty 3 sets	\$51
Press & Guide	monthly newspaper - 4 ads in June	\$600
Arab American News	4 weeks of ads	\$900

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

No:

Abstained:

Absent: Director Thomas Clark, Director Jackie Lovejoy, Director Karen Nigosian, and Director Audrey Ralko.

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Hanging Baskets for Schaefer 2020

Date Approved: June 18, 2020

Motioned by: Director Mark Guido

Seconded by: Director Heidi Merino

WHEREAS: The EDDDA recognizes the benefit of beautification and adding esthetic elements to a downtown for placemaking purposes; and

WHEREAS: The EDDDA values implementing planters and landscaping to beautify the district; and

WHEREAS: A competitive bid for the purchase of seven self-watering hanging baskets at 22" diameter size was solicited by the City of Dearborn on behalf of the EDDDA; therefore, be it

RESOLVED:

1. That the EDDDA awards the lowest bidder, Sybertech Waste, for the purchase of 7 self watering hanging baskets, 22" diameter in size, for EDDDA, for placement along Schaefer Ave., for an amount of \$131.50 each, for a total of \$920.50, which is to be expended from account # 297-6100-911-34-90; and
2. The EDDDA Executive Director is authorized to execute contracts on behalf of the EDDDA with the vendor selected, subject to review and approval by Corporation Counsel.

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Movies in the Park (City Hall Park) 2020 Amendment I

Date Approved: June 18, 2020

Motioned by: Mayor Jack O'Reilly

Seconded by: Director Matthew Dietz

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

WHEREAS: The EDDDA values programming events and activities to engage the community and grow the economy; and

WHEREAS: The EDDDA reviewed a specific budget of \$2,350 for Movies in the Park for 2020 event season; therefore, be it

RESOLVED:

1. That the EDDDA obligates \$2350 in expenditures for the Movies in the Park event for 2020 event season, for two dates in August, from the Community Promotions Budget account # 297-6100-911-51-00; and
2. The EDDDA Executive Director is authorized to execute contracts on behalf of the EDDDA with the vendors listed below for Movies in the Park, subject to review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Stardust Theatre Rentals	screen/sound (two dates)	\$ 800.00
Swank	movies/movie license	\$ 945.00
Beshara Printing	posters- 100	\$ 50.00

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Nickel & Saph Event Insurance Policy for Summer 2020-EDDDA

Date Adopted: June 18, 2020

Motioned by: Director Janice Cislo

Seconded by: Director Heidi Merino

WHEREAS: The EDDDA and WDDDA recognizes the benefit of producing events in the district to help market and promote businesses and activate space in the districts; and

WHEREAS: The EDDDA and WDDDA authorized an abbreviated event schedule for Summer 2020 which included the Dearborn Farmers & Artisans Market from July 10th to September 25th, 2020 and the Movies in the Park series, operating for two dates in each district in the month of August 2020; and

WHEREAS: The city insurer Nickel & Saph Inc, Insurance Agency, quoted \$1290 for the insurance premium to cover these two events, with effective dates 07/10/2020-09/26/2020, of which the cost is \$80.265 per event day, with EDDDA having two Movies in the Park dates, for a total of 2 event dates, totaling \$161.25, to be expended from #297-6100-911-51-00; therefore, be it

RESOLVED: The EDDDA agrees to expend \$161.25 to the city insurer Nickel & Saph Inc, Insurance Agency, to cover the EDDDA portion of the insurance premium to cover the Movies in the Park to be expended from #297-6100-911-51-00; and let it be further

RESOLVED: The EDDDA Executive Director is authorized to execute contracts on behalf of the EDDDA for the selected service provider, subject to review and approval by Corporation Counsel.

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

EDDDA OFFICE CLEANING CONTRACT FYE21

Date Adopted: June 18, 2020

Motioned by: Mayor Jack O'Reilly

Seconded by: Director Janice Cislo

WHEREAS: The EDDDA and WDDDA approved a contract with Campbell's Cleaning Company LLC for full office suite cleaning services for FYE19 and FYE20 and wish to extend the contract again with this vendor; and

WHEREAS: The EDDDA and WDDDA currently split the office space cost at Artspace; and

WHEREAS: A one-year contract extension for cleaning services with Campbell's Cleaning Company, LLC for FYE2021 beginning July 1, 2020 to June 30, 2021 costs \$300 per month for weekly cleaning and an additional \$160 a year for Bioshield product for a contract total not to exceed \$3760 to be split equally between the EDDDA and WDDDA; therefore, let it be

RESOLVED: The EDDDA authorizes a three month contract extension with Campbell's Cleaning in an amount not to exceed \$900 at a rate of \$300 a month, which will be split equally between EDDDA and WDDDA, from account 297-6100-911-34-90; and let it be further

RESOLVED: That the EDDDA Executive Director is authorized to execute a contract with the listed service provider on behalf of the EDDDA, subject to the review and approval by Corporation Counsel.

Yes: Chairperson Dan Merritt, Secretary-Treasurer Julia Kapilango, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

WDDDA OFFICE CLEANING CONTRACT FYE21

Date Adopted: June 18, 2020

Motioned by: Director Thomas Clark

Seconded by: Director John McWilliams

WHEREAS: The WDDDA and EDDDA approved a contract with Campbell's Cleaning Company LLC for full office suite cleaning services for FYE19 and FYE20 and wish to extend the contract again with this vendor; and

WHEREAS: The WDDDA and EDDDA currently split the office space cost at Artspace; and

WHEREAS: A one-year contract extension for cleaning services with Campbell's Cleaning Company, LLC for FYE2021 beginning July 1, 2020 to June 30, 2021 costs \$300 per month for weekly cleaning and an additional \$160 a year for Bioshield product for a contract total not to exceed \$3760 to be split equally between the EDDDA and WDDDA; therefore, let it be

RESOLVED: The EDDDA authorizes a three month contract extension with Campbell's Cleaning in an amount not to exceed \$900 at a rate of \$300 a month, to be split equally between WDDDA and EDDDA, from account 296-6100-911-34-90; and let it be further

RESOLVED: That the WDDDA Executive Director is authorized to execute a contract with the listed service provider on behalf of the WDDDA, subject to the review and approval by Corporation Counsel.

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

No:

Abstained:

Absent: Director Karen Nigosian

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Sanitation Stations

Date Adopted: June 18, 2020

Motioned by: Director Kamal Turfah

Seconded by: Director Janice Cislo

WHEREAS: The East Dearborn Downtown Development Authority (“EDDDA”) and the West Dearborn Downtown Development Authority (“WDDDA”), collectively “DDDA’s”, have worked collaboratively to create and maintain a vibrant Downtown Dearborn experience for all, unified by a shared vision for the community to improve the local economy; and

WHEREAS: The East & West DDAs have been impacted by the recent COVID-19 pandemic and a reopening strategy has been developed to safely welcome customers back into the district and its businesses, following local, state, and federal guidelines; and

WHEREAS: The “Welcome Back” reopening strategy consists of both physical improvements and marketing; and

WHEREAS: For the safety of customers within Downtown Dearborn, seven hand sanitizing stations will be placed in the EDDDA district and nine in the WDDDA district along with security items to keep them in each designated area; so let it be

RESOLVED: The EDDDA obligates up to \$2,303 for sanitation stations and security items from account #297-6100-911-51-00; and let it be

RESOLVED: That the EDDDA Executive Director is authorized to execute contracts with the listed service providers on behalf of the WDDDA, subject to the review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Sanistand	16 hand sanitizer stations at \$279 plus est. shipping of \$200 (EDDDA - 7) (WDDDA - 9)	\$4664
Janet Bloom	stakes/metal bars and chains for Sanistands	\$500

Yes: Chairperson Dan Merritt, Mayor Jack O’Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O’Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Sanitation Stations

Date Adopted: June 18, 2020

Motioned by: Director Jackie Lovejoy

Seconded by: Director Sam Abbas

WHEREAS: The East Dearborn Downtown Development Authority (“EDDDA”) and the West Dearborn Downtown Development Authority (“WDDDA”), collectively “DDDA”, have worked collaboratively to create and maintain a vibrant Downtown Dearborn experience for all, unified by a shared vision for the community to improve the local economy; and

WHEREAS: The East & West DDAs have been impacted by the recent COVID-19 pandemic and a reopening strategy has been developed to safely welcome customers back into the district and its businesses, following local, state, and federal guidelines; and

WHEREAS: The “Welcome Back” reopening strategy consists of both physical improvements and marketing with the cost to be split equally between WDDDA and EDDDA; and

WHEREAS: For the safety of customers within Downtown Dearborn, five hand sanitizing stations will be placed per district along with security items to keep them in each designated area, with costs to be split equally between EDDDA and WDDDA; so let it be

RESOLVED: The WDDDA obligates up to \$2,761 from account #296-6100-911-51-00; and let it be

RESOLVED: That the WDDDA Executive Director is authorized to execute contracts with the listed service providers on behalf of the WDDDA, subject to the review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Sanistand	16 hand sanitizer stations at \$279 plus est. shipping of \$200 (EDDDA - 7) (WDDDA - 9)	\$4664
Janet Bloom	stakes/metal bars and chains for Sanistands	\$500

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

No:

Abstained:
Absent: Director Karen Nigosian

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Social Media Boosts 2020 Amendment I - EDDDA

Date Adopted: June 18, 2020

Motioned by: Director Jan Cislo

Seconded by: Mayor Jack O'Reilly

WHEREAS: The EDDDA and WDDDA Board of Directors recognize the importance of promoting the districts' events via social media; and

WHEREAS: The EDDDA and WDDDA has a slate of 2020 events that would benefit from paid social media boosts to engage businesses, residents and visitors alike; and

WHEREAS: The EDDDA and WDDDA approved expenditures up to \$7,500 for Farmers Market from Account #296-6110-911-34-90 and for remaining listed activities from Account #297-6100-911-51-00 for costs related to social media boosts through POW! Strategies, Inc. contract; and

WHEREAS: Due to COVID-19, several summer 2020 events were cancelled or postponed so certain funds will be transferred to the Welcome Back Campaign and to the virtual Ladies Night In event which included both EDDDA and WDDDA; so therefore, let it be

RESOLVED: The EDDDA authorizes \$3500 for the following revised social media ad buy schedule for 2020:

EVENT/PROMOTION	TOTAL AMOUNT	DISTRICT
DRW	\$1500	EDDDA/WDDDA SPLIT
Ladies Night In	\$100	WDDDA/EDDDA SPLIT
Perennial Exchange	\$100	WDDDA
Farmers Market	\$800	WDDDA

Movie Nights	\$500	EDDDA/WDDDA SPLIT
Welcome Back Campaign	\$2500	EDDDA/WDDDA SPLIT
Trick or Treat	\$200	EDDDA/WDDDA SPLIT
Pumpkin Carving	\$100	EDDDA
Shop Small	\$500	EDDDA/WDDDA SPLIT
Winterfest	\$400	EDDDA/WDDDA SPLIT
General Page Boosts	\$500	EDDDA/WDDDA SPLIT
bike share	\$100	EDDDA/WDDDA SPLIT
Black History Month	\$200	EDDDA

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstention:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Social Media Boosts 2020 Amendment I - WDDDA

Date Adopted: June 18, 2020

Motioned by: Chairperson Sam Abbas

Seconded by: Vice Chairperson Mohammed Hider

WHEREAS: The EDDDA and WDDDA Board of Directors recognize the importance of promoting the districts' events via social media; and

WHEREAS: The EDDDA and WDDDA has a slate of 2020 events that would benefit from paid social media boosts to engage businesses, residents and visitors alike; and

WHEREAS: The EDDDA and WDDDA approved expenditures up to \$7,500 for Farmers Market from Account #296-6110-911-34-90 and for remaining listed activities from Account #296-6100-911-51-00 for costs related to social media boosts through POW! Strategies, Inc. contract; and

WHEREAS: Due to COVID-19, several summer 2020 events were cancelled or postponed so certain funds will be transferred to the Welcome Back Campaign and to the virtual Ladies Night In event which included both EDDDA and WDDDA; therefore, let it be

RESOLVED: The WDDDA authorizes \$4000 for the following revised social media ad buy schedule for 2020:

EVENT/PROMOTION	TOTAL AMOUNT	DISTRICT
DRW	\$1500	EDDDA/WDDDA SPLIT
Ladies Night In	\$100	WDDDA/EDDDA SPLIT
Perennial Exchange	\$100	WDDDA
Farmers Market	\$800	WDDDA

Movie Nights	\$500	EDDDA/WDDDA SPLIT
Welcome Back Campaign	\$2500	EDDDA/WDDDA SPLIT
Trick or Treat	\$200	EDDDA/WDDDA SPLIT
Pumpkin Carving	\$100	EDDDA
Shop Small	\$500	EDDDA/WDDDA SPLIT
Winterfest	\$400	EDDDA/WDDDA SPLIT
General Page Boosts	\$500	EDDDA/WDDDA SPLIT
bike share	\$100	EDDDA/WDDDA SPLIT
Black History Month	\$200	EDDDA

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

No:

Abstention:

Absent: Director Karen Nigosian

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Trash Receptacles 2019 - amendment I

Adopted: June 18, 2020
Motioned by: Director Kamal Turfah
Seconded by: Director Janice Cislo

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: A street inventory was conducted and recommended that twenty-five (25) trash receptacles were needed throughout the district; and

WHEREAS: A design and scope of 12 receptacles is recommended for FYE2020 for competitive pricing; therefore, be it

WHEREAS: The EDDDA previously authorized an amount not to exceed \$10,552.49 from the Streetscape Amenities budget line item for the purchase trash receptacles; therefore, be it

WHEREAS: The EDDDA previously authorized \$9,380.28 from the following service providers for the purchase of 12 trash receptacles and supplies; and

WHEREAS: Additional red vinyl needed to be ordered from Britten to better match the trash can color for an additional fee of \$195; so let it be

RESOLVED: The EDDDA authorizes to expend \$195 to Britten for additional vinyl liners from account #297-6100-911-34-90; and let it be further

RESOLVED: That the EDDDA Executive Director is authorized to execute the contract with the listed service providers on behalf of the EDDDA, subject to the review and approval by Corporation Counsel.

Global Industrial	trash can provider	\$641.69/ea Total: \$7700.28
Britten	color matching vinyl wrap for liners/shipping est.	\$60/ea for wrap/ \$40 est. shipping Total: \$720
Britten	reorder of red vinyl wrap (qty. 3)	\$60/ ea for wrap plus shipping. Total: \$195
Malko Media	vinyl wrap application	\$80/ea Total: \$960

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Tree Well Removal - EDDDA

Date Approved: June 18, 2020

Motioned by: Mayor Jack O'Reilly

Seconded by: Director Janice Cislo

WHEREAS: The EDDDA recognizes the benefit of beautification and adding esthetic elements to a downtown for placemaking purposes; and

WHEREAS: The EDDDA values implementing planters and landscaping to beautify the district, yet balanced with available sidewalk use for economic drivers such as outdoor restaurant seating;; and

WHEREAS: The EDDDA developed a plan for planter tree well removal along Michigan Avenue to spur economic development, and two tree wells have been identified for immediate removal in front of Joe's Top Dog and M Cantina in order to create additional outdoor seating along Michigan Avenue; therefore, let it be

RESOLVED: That the EDDDA obligates \$32,000 for the removal of two tree wells along Michigan Ave., in front of Joe's Top Dog and M Cantina, which is to be expended from account #297-6100-911-34-90.

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained: Director Heidi Merino

Absent: Vice Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Welcome Back Campaign Items 2020-WDDDA amendment I

Date Adopted: June 18, 2020

Motioned by: Director Jackie Lovejoy

Seconded by: Vice Chairperson Mohammed Hider

WHEREAS: The East Dearborn Downtown Development Authority (“EDDDA”) and the West Dearborn Downtown Development Authority (“WDDDA”), collectively “DDDA”, have worked collaboratively to create and maintain a vibrant Downtown Dearborn experience for all, unified by a shared vision for the community to improve the local economy; and

WHEREAS: The East & West DDAs have been impacted by the recent COVID-19 pandemic and a reopening strategy has been developed to safely welcome customers back into the district and its businesses, following local, state, and federal guidelines; and

WHEREAS: The “Welcome Back” reopening strategy consists of both physical improvements and marketing with the cost to be split equally between WDDDA and EDDDA; and

WHEREAS: The WDDDA obligated at May 2020 board meeting to pay 50% of the cost of \$4595 for the purchase of supplies for a Welcome Back campaign expending \$2297.50 for the WDDDA from account #296-6100-911-51-00; and

WHEREAS: Modifications to service providers for cost savings have been secured, as well as window display, gateway and sail signage for businesses, and tents and picnic tables for W. Village Drive and City Hall Park public seating areas; therefore, let it be

RESOLVED: The WDDDA obligates to pay 50% of the cost of \$23,343 for the purchase of Welcome Back campaign supplies and materials for a total of \$11,617.50 from account #296-6100-911-51-00; and let it be

RESOLVED: That the WDDDA Executive Director is authorized to execute contracts with the listed service providers on behalf of the WDDDA, subject to the review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Malko Media	covid-19 safety yardsigns (\$9.50 ea) qty 50	\$475
Beshara	posters (3 sets)	\$300.00

Rocket	40 qty. 24" branded outdoor stickers (\$50/ea)	\$2000
Rocket	10 qty. 24" branded outdoor stickers (DFM) \$26.25/ea.	\$262.50
Press & Guide	newspaper ads	\$600
Times Herald	newspaper ads	\$600
Epiccrowdcontrol.com	Distance Street decals (\$17/6 items) 10 sets	\$170
Beshara	starter info flyer	\$300
Rocket	14 vinyl posters (18"x60") for businesses	\$262.50
Rocket	50 vinyl banners (3'x5') for businesses	\$1347.50
Rocket	Feather banners (qty 40);includes hardware qty: 20 per district; \$99.10/ea	\$3964
Beshara	3 gateway banners (36"x240") vinyl \$202.50/ea	\$607.50
Jean Smith	6ft foldable picnic tables (10 per district) \$150/ea	\$3000
Downriver Tents	20x20 tent - 1 EDDDA, 1 WDDDA (\$4225 each) at 13 week use.	\$8450
Janet Bloom	stakes/metal bars and chains for foldable picnic tables	\$500
Jean Smith	Adirondack plastic chairs (\$18/ea) EDDDA: qty. 16 (\$288); WDDDA: qty. 12 (\$216)	\$504

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

No:

Abstained:

Absent: Director Karen Nigosian

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Welcome Back Campaign Items 2020-EDDDA

Date Adopted: June 18, 2020

Motioned by: Director Janice Cislo

Seconded by: Director Heidi Merino

WHEREAS: The East Dearborn Downtown Development Authority (“EDDDA”) and the West Dearborn Downtown Development Authority (“WDDDA”), collectively “DDDA”, have worked collaboratively to create and maintain a vibrant Downtown Dearborn experience for all, unified by a shared vision for the community to improve the local economy; and

WHEREAS: The East & West DDAs have been impacted by the recent COVID-19 pandemic and a reopening strategy has been developed to safely welcome customers back into the district and its businesses, following local, state, and federal guidelines; and

WHEREAS: The “Welcome Back” reopening strategy consists of both physical improvements and marketing with the cost to be split equally between EDDDA and WDDDA; so let it be

RESOLVED: The EDDDA obligates to pay 50% of the cost of \$23,343 for the purchase of supplies for a Welcome Back campaign for a total of \$11,671.50, from account #297-6100-911-51-00; and let it be

RESOLVED: That the EDDDA Executive Director is authorized to execute contracts with the listed service providers on behalf of the EDDDA, subject to the review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Malko Media	covid-19 safety yardsigns (\$9.50 ea) qty 50	\$475
Beshara	posters (3 sets)	\$300
Rocket	40 qty. 24” branded outdoor stickers (\$50/ea)	\$2000
Rocket	10 qty. 24” branded outdoor stickers (DFM) \$26.25/ea.	\$262.50
Press & Guide	newspaper ads	\$600
Times Herald	newspaper ads	\$600

Epiccrowdcontrol.com	Distance Street decals (\$17/6 items) 10 sets	\$170
Beshara	starter info flyer	\$300
Rocket	14 vinyl posters (18"x60") for businesses	\$262.50
Rocket	50 vinyl banners (3'x5') for businesses	\$1347.50
Rocket	Feather banners (qty 40);includes hardware qty: 20 per district; \$99.10/ea	\$3964
Beshara	3 gateway banners (36"x240") vinyl \$202.50/ea	\$607.50
Jean Smith	6ft foldable picnic tables (10 per district) \$150/ea	\$3000
Downriver Tents	20x20 tent - 1 EDDDA, 1 WDDDA (\$4225 each) at 13 week use.	\$8450
Janet Bloom	stakes and chains for foldable picnic tables (\$25/table) qty= 20 tables	\$500
Jean Smith	Adirondack plastic chairs (\$18/ea) EDDDA: qty. 16 (\$288); WDDDA: qty. 12 (\$216)	\$504

Yes: Chairperson Dan Merritt, Mayor Jack O'Reilly, Director Janice Cislo, Director Matthew Dietz, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, Director Kamal Turfah, and Director Eric Woody.

No:

Abstained:

Absent: Vice-Chairperson Jay Kruz and Secretary-Treasurer Julia Kapilango