



EAST AND WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITIES BOARD OF DIRECTORS MEETING

THURSDAY, JULY 15, 2021

8:00 A.M. - 9:30 A.M.

****IN-PERSON****

Dearborn Administrative Center - Council Chambers
16901 Michigan Avenue, Dearborn, MI

- I. Call to Order Chairman Sam Abbas
- II. Roll Call Secretaries Dietz & Lynch
- III. Joint Meeting Chair for July 2021: Chairman Sam Abbas
- IV. Public Session: P.A.57 Report 2021-#1
- V. Approval of Minutes:
 - A. Joint Meeting - June 17, 2021 - WDDDA (no quorum for East)
 - B. EDDDA Special Meeting- July 1, 2021
- VI. Attendance - Excused Waivers for Absences
- VII. Treasurer's Report Finance/Treasurers
- VIII. Action Items (40 min.)
 - A. Regular Action Items
 - 1. Joint Board Actions
 - a) FYE2022-24 Budget Adoption
 - b) Promotions Co-Chair Appointment
 - c) Flood Remediation for DDDA Office
 - d) Comcast Annual Advertising Plan
 - 2. EDDDA Actions Only
 - a) Dearborn Town Center Parking Deck Bond Refunding
 - b) Free Comic Book Day Sponsorship
 - c) Tent/Table Reimbursement
 - 3. WDDDA Actions Only
 - a) Purchasing Policy
 - a) Board of Director Pledge of Commitment
 - b) Social District Amendment
- IX. Old Business
- X. Committee Reports

XI. DDDA Executive Management Team & ECD Reports

A. Development Report

B. Insurance Provider / City Relationship

XII. Call to Board of Directors

XIII. Call to Audience

3 min./guest

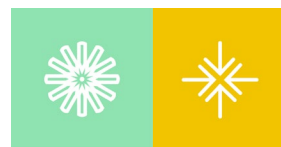
XIV. Adjournment





2020/21 Economic Study

Conducted by U of M Dearborn iLabs for the East and West Dearborn Downtown Development Authorities



313-943-3141

#DowntownDearborn

info@downtowndearborn.org

www.downtowndearborn.org

Overview

In February 2021, Dearborn businesses were invited to participate in an online survey administered by UM-Dearborn's Center for Innovation Research, iLabs, in order to help the City of Dearborn and the East and West Dearborn DDAs better understand the impact of the COVID-19 pandemic on the business community. The survey also gathered information about overall business health, including sales, operating hours, number of employees, changes in products/services, as well as financial support applied for and received.

80% of respondents reported being located in the 48124 zip code - 60% of which located in the West DDDA. The most frequent response was from restaurants, cafés and bars that serves food.

The usable response sample size was small (15 responses), therefore, it is recommended to hold additional focus groups based on types of businesses to further gather data and input.

30%

Decrease in Sales

73%

Business Hours Decreased

40%

Noted a Decrease of up to 10 hours

86%

Changed How Products and Services Offered

Where Businesses Found COVID Support

Business Assistance

The majority of businesses reported contacting the SBA and Wayne County for business assistance in the past 12 months.

COVID Funding Programs

Respondents most often applied for the Federal Paycheck Protection Program, Michigan Small Business Relief Loan, SBA Disaster Assistance Loan, and the Wayne County Small Business Relief Loan.

2021 Business Forecast

↑ Sales

86% of Respondents



Sales to Remain the Same



Strategic Next Steps

At the beginning of the year, more than 50% of the businesses expected their number of full-time staff employed at their business to stay the same, as well as 39% of their part-time. However, based on current conversations with businesses, finding employees is the number one issue.

The other areas of need are: awareness of the variety and depth of business assistance available; strengthening businesses' social media and ecommerce.

DDDA Economic Recovery Strategy:

Improve & Expand City and DDDA Websites

Assist Businesses with eCommerce & Social Media Strategy

Promote Employment Opportunities & Incentives

Business Resource Outreach (BAT) including partnerships, technical support and funding sources

Industry Focus Groups to Gauge Further Needs

Downtown Dearborn Social Media Metrics - January - June 2021

IMPRESSIONS

Total for 2021: 2,153,817

- Goal: 1.65 Million
- 2020 Comparison: 1,464,858
- 2019 Comparison: 2,531,751

Impressions per Platform:

Facebook: 1,320,273

Instagram: 805,341

Twitter: 28,203

ENGAGEMENT

Total Engagement 2021: 38,983

- Goal: 58K, 67% to goal

Engagement Rate per Impression: 1.8%

Engagement per Platform:

Facebook: 34,306

Instagram: 4,321

Twitter: 356

AUDIENCE

2021: 16,273

- Goal: 18K
- GROWTH: 2021 total: 1,880

Audience Growth per Platform:

Facebook: 752

Instagram: 1042

Twitter: 86

Additional Social Page Audience:

Music In the Park -- 255

Silent East Disco -- 424

Homage to Black Excellence - 147

NEW TOTAL: 16,999

Facebook Top Posts:

Photos from Downtown Dearborn's post

In Mobile Uploads

Downtown Dearborn

Published by Helen Lambrix · 19

Like This Page May 2 · 🌐

Happy May! May is Historical Preservation Month, so we'll be sharing some info throughout the month about our varied architecture and cool historical facts about #DowntownDearborn.

Reposted with permission from @detroit.walk.n.roll (from Instagram). Give them a follow for all sorts of cool content!

Built in 1930, the John H. Schaefer building is an Art Deco masterpiece designed by renowned Detro...
[See More](#)

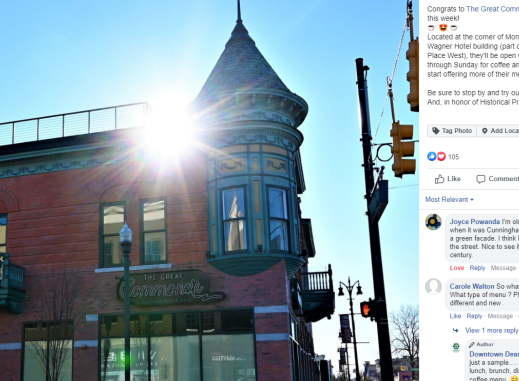
📍 Tag Photo 📍 Add Location ✎ Edit

👍 22 22 Shares

👍 Like 💬 Comment ➦ Share 🌐

💬 Comment as Downtown D... 🗨️ 🖼️ 📄 📧

👍 Like 💬 Comment ➦ Share
Tag Photo Options



THE GREAT Ennoble

Located at the corner of Monroe and Michigan is the Wagner Hotel building (part of east Lovers' Wagner Place West), they'll be open 6:30 AM - 10 PM through Sunday for coffee and baked goods, and will start offering more of their menu next week!



Be sure to stop by and try out their amazing menu AND, in honor of Historical Preservation... See More


Tag Photo Add Location Edit



👍 105 15 Comments 18 Shares





Like Comment Share

Most Relevant

 **Joyce Powaenda** I'm old enough to remember when it was Cunningham's Drug Store with a green facade. I think Kinet's was across the street. Nice to see it ready for another century. Love Reply Message 4w 

 **Carolee Walton** So what are they serving? What type of menu? Please something different and new! Like Reply Message 4w View 1 more reply

 **Deborah Card** Downtown Dearborn Carolee Walton just a sample... they also have lunch, brunch, dinner, and a full coffee menu. 

Comment as Downtown D...    

Down Arrow
June 3

The Dearborn Farmers & Artisans Market is BACK! Stop by Wagner Park tomorrow between 2-7 pm for our opening day (and every Friday this summer) and shop a wide variety of farm goods (including veg, meat, cheese, and eggs!) and artisan wares for every taste.

This year's market is shaping up to be bigger and better than ever with many new vendors and many returning favorites, along with local entertainment throughout the day, and Yoga at the Market at 4:30 PM provided FREE by In... See More

1,990 People Reached	121 Engagements
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Like
 Comment
 Share

Performance for Your Post
1,990 People Reached
65 Reactions, Comments & Shares #

39 Like	22 On Post	17 On Shares
9 Love	2 On Post	6 On Shares
0 Comments	0 On Post	0 On Shares
17 Shares	15 On Post	2 On Shares

66 Post Clicks

11 Photo Views	12 Link Clicks	43 Other Clicks #
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NEGATIVE FEEDBACK

1 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page


Reported stats may be delayed from what appears on posts


1,990
People Reached

Liz Clark, Greys Marsh and 23 others

15 Shares

Instagram Top Posts:


downtowndearborn




downtowndearborn Dearborn is getting #BacktoBusiness..... but please, be kind and patient with our businesses. Things are hard right now for a lot of businesses with limited staff and supply chain issues.

♥ Sometimes supporting local small businesses means being the kind of customer that is understanding and empathetic when something isn't going quite right..... Let's all take a deep breath and give some grace to those who work hard to serve our community!

♥ #DowntownDearborn #dearbornmichigan #benice #bec... [More](#)

Jun 24, 2021

 154
  6
  45
  3

Interactions

28

Actions taken from this post

Profile Visits	26
Website Clicks	2


Discovery


1,225

Accounts reached

24% weren't following you

Follows	6
Reach	1,225
Impressions	1,347
From Home	1,009
From Hashtags	195
From Profile	48
From Other	95


downtowndearborn



downtowndearborn Congrats to The Great Commoner on their opening this week! 🎉🎉🎉 Located at the corner of Monroe and Michigan in the Wagner Hotel building (part of Ford Land's Wagner Place West), they'll be open 6:30 AM - 10 PM through Sunday for coffee and baked goods, and will start offering more of their menu next week! (Follow them at @greatcommoner for all the info)

Be sure to stop by and try out their amazing menu. And, in honor of Historical Preservation Month, while you're there check out their beautiful

♥ Liked by shareprojectdetroit and 111 others

MAY 20

😊 Add a comment...

Post


downtowndearborn



downtowndearborn Join us tomorrow (Friday) for our first Movies in the Park event, with a screening of The Lion King in Wagner Park!

The movie will begin around 8:30 PM. Why not make a night of it? Come early to catch the end of the Farmers & Artisans Market (ends at 7 PM), grab a bite to eat at one of the awesome restaurants in Wagner Place, then settle down on your favorite picnic blanket or camp chairs for a night of family-fun under the stars!

Everyone is welcome, even our furry friends! Let's make some summer memories in #DowntownDearborn! Follow the link in bio for more info

♥ Liked by thedearbornshop and 72 others

JUNE 10

😊 Add a comment...

Post

AGENDA OVERVIEW

PA57 REPORT

The DDDAs hold twice per year public reports per the PA57 State law in July and October of each year. A short presentation will be provided on the accomplishments of the DDDAs this past year, as well as an economic study that was conducted by the DDDAs and UofM Dearborn. Public comments and questions will be open for up to 15 minutes following the presentation.

JOINT ACTIONS

FYE2022-24 Budget Adoption

City Council adopted the DDDAs budget at its June 15, 2021, Council meeting which is attached in the packet. Next step is for the Boards to adopt the budgets.

The Council modified the WDDDA budget to remove the West Village Commons Plaza Redesign Capital Improvement Project while the City plans to solicit proposals for redeveloping the land between the two parking decks. The intent is to work with the future developer to create a design that works with both parcels, therefore, Council thought that holding off on the CIP project until the private development is further along and could be better coordinated. At that time, the WDDDA can bring forth a request to amend its budget.

Promotions Chair Appointment

The DDDAs' Promotions Committee was formerly chaired by Sam Abbas, but he stepped down from chairing to focus his attention on the Board Chair position as is good practice. The committee has not had a serving chair for a number of months, so the Promotions Committee opened up nominations to the committee. Julia Kapilango and Matthew Dietz offered to Co-Chair the committee with no other nominations offered by the committee at the time and knowing that Matthew's availability for meetings might be sporadic at times.

At the June 2021 Joint Board meeting, it was discussed by the WDDDA Board and the members of the EDDDA in attendance (no quorum for EDDDA) to create balanced representation of the co-chairmanship between the East & West DDDAs by having a Board member from the East and a member from West serve as co-chairs. The WDDDA tabled the action to this July 2021 meeting and recommended that Jackie Lovejoy who serves on the Promotions Committee to step up to the Co-Chair position with Matthew Dietz.

The resolution attached appoints the co-chairs to serve for the remainder of the year, at which time it is recommended to either reappoint or appoint new chairs for all committees as a best practice moving forward annually. This will afford the opportunity to others to step up into leadership roles and not become dependent on the same actively serving members.

Flood Remediation

The DDDA office was flooded in the recent floods that impacted Dearborn. The Executive Management team was able to secure a remediation company to clean, sanitize and remove

affected materials. While the overall loss to the office is still a moving target, we do know that the pressboard furniture which consisted of all desks, some cabinets, as well as the computers and other office materials were a loss. The estimated remediation is currently at \$5,000, but anticipated to be upwards to \$10,000 with the removal and disposal of the furniture. The drywall on the kneewall and potentially the kitchenette area will need to be removed, which the cost will be taken care of by Artspace. The fridge is still an additional unknown at this moment. The copier was deemed safe and operational.

A resolution is attached to authorize the remediation, although emergency purchasing was used and authorized by the Purchasing Department to be able to respond immediately to the situation.

Comcast Annual Advertising Plan

The Promotions Committee is recommending advertising with Comcast on an annual basis consistently throughout the year, not just at event times. The Comcast ad package is attached in the supplemental packet for review. There will be a few minor changes to timing of air dates listed in the package, but the intent is to have ads airing from July 2021 - June 2022, with some off air time in January. The package also includes streaming ads, and the audience reach will be Canton, Plymouth, Westland, Garden City, Northville, Dearborn, Dearborn Heights, Detroit and all of Downriver. We did inquire about reaching Southfield and Ferndale areas, but it would require additional dollars to the campaign. If the Board would prefer to extend that reach, we can certainly explore that with a modification to the resolution attached.

EAST DDDA ACTION ITEMS ONLY

Refunding Bonds for Dearborn Town Center Parking Deck

The City of Dearborn Brownfield Redevelopment Authority is considering the approval of Refunding Bonds at its meeting on July 8th to achieve interest cost savings by issuing the Refunding Bonds to refinance the Authority's Limited Tax General Obligation Redevelopment Bonds, Series 2009A (the "Prior Bonds") to take advantage of lower interest rates in today's bond market. The Prior Bonds were issued to finance the cost of acquiring and constructing a parking structure and related infrastructure improvements to facilitate the redevelopment of the Michigan Avenue/Schaefer Road Redevelopment Project (the "Project"), pursuant to the Authority's Brownfield Plan #7 (the "Brownfield Plan").

The enclosed Resolution pledges the EDDDA's tax increment revenues on the property described in the Brownfield Plan that is located in the EDDDA boundaries, to the payment of the Bonds as security for the Bonds. The Prior Bonds are currently secured by the BRA tax increment revenues (school and ISD millages) and the EDDDA tax increment revenues (non-school millages), together with the City's limited tax full faith and credit as backup security. The Refunding Bonds would have the same security and duration as the Prior Bonds. The average annual cost savings is estimated at \$120-\$130,000. The bond duration is until 2039.

Free Comic Book Day

The EDDDA has annually supported Green Brain Comics' Free Comic Day event in the East Downtown. In 2020, the event wasn't held, and this year the event has been moved to August 14. Green Brain brings in thousands of visitors to the event and provides marketing opportunities leading up and on the day of the event for the EDDDA. The sponsorship opportunity is \$1000. Resolution is attached.

Tent/Table Reimbursement

A tent and table were purchased for the EDDDA events, and at the special meeting on July 1, the EDDDA did not pass the resolution due to majority rule in the by-laws of having a minimum of five affirmative votes regardless of the number of Board members in attendance. This was an expense that Jean Smith, Event Manager, purchased for the EDDDA leading up to the event season and needs to be reimbursed. Resolution is attached for the reimbursement.

WEST DDDA ACTION ITEMS ONLY

Purchasing Policy

The WDDDA Executive Committee has reviewed and is recommending the approval of the DDDA Purchasing Policy attached in the supplemental packet. In the course of performing the regular business of the East & West Dearborn Downtown Development Authorities (DDDA), an undefined purchasing policy results in unnecessary project implementation delays, lengthy Board meetings, redundancy with multiple resolution amendments for projects and programs and management efficiency. It has negatively impacted Board meetings and keeps the Boards from focusing on the big picture and strategies of redeveloping the downtowns when having to approve every purchase no matter what size of purchase.

In the interest of expediting many of the minor purchasing decisions that arise in the course of mobilizing the programs and projects of the DDDAs' approved annual budgets, transformational strategies and economic development marketing strategy, this policy shall provide the policies and procedures necessary for the conduct of purchasing activities of the DDDAs and establish Board approved limits of authority for the Manager of the DDDAs. The policy below mirrors the City of Dearborn's Purchasing Policy for ease of implementation between the DDDAs and the City of Dearborn, financial management, and in accordance with Public Act 57 and the Uniform Administrative Requirements for Federal awards (2 CFR Part 200). It also ensures the fair and equitable treatment of all persons who deal with the procurement system and fosters effective broad-based competition within the free enterprise system.

To summarize the policy, the policy allows for the Manager of the DDDAs to purchase budgeted items up to \$10,000 without additional approval from the Board. All items over \$3,000 will require following the City's competitive bidding process. All items over \$10,000 will need Board approval.

Pledge of Commitment

As a best practice, Board of Directors across many non-profit and government organizations institute a Pledge of Commitment that defines the roles, responsibilities and expectations of Board members so that it is clear from the onset of becoming a Board member. The WDDDA Executive Committee has reviewed the Pledge of Commitment proposed and supports recommending that the WDDDA institute this same practice. It also addresses some of the goals and concerns expressed by the DDDA Executive Committees in making sure all Board members know what is expected of them.

Social District Amendment

At the June meeting, the WDDDA Board authorized the purchase of cups for the Social District, however, we later found out that the shipment would be delayed by six weeks utilizing the company specified (Budget Brander). The resolution attached changes the provider to the next lowest quote from the Cup Store. The price is still within the \$2500 budget for the cups.

CITY OF DEARBORN
**EAST AND WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITIES
BOARD OF DIRECTORS MEETING**

June 17, 2021

8:00 – 9:30 AM

Dearborn Administrative Center – Council Chambers
16901 Michigan Avenue, Dearborn, MI, 48126

MINUTES

MEMBERS PRESENT

WEST DDA: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian

EAST DDA: Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, and Director Jay Kruz (left at 9:45am)

MEMBERS ABSENT

WEST DDA: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

EAST DDA: Chairperson Julia Kapilango, Vice Chairperson Eric Woody, Director Mark Guido, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah

NON-MEMBERS PRESENT :

CITY OF DEARBORN: Hassan Sheikh (ECD), Licia Yangouyian (Legal), Moe Almaliky (Finance), Zeinab Hachem (Council Office), Cristina Sheppard-Decius (DDDA), Jean Smith (DDDA) and Janet Bloom (DDDA).

OTHERS: Mike Kirk

I. Call to Order

EDDDA Secretary-Treasurer Matthew Dietz called the meeting to order at 8:16 am

II. Roll Call

EDDDA Secretary-Treasurer Matthew Dietz called the roll for Board Members for East. EDDDA: A quorum was not present. WDDDA Secretary-Treasurer Jeff Lynch called the roll for Board Members for West. WDDDA: A quorum was present.

III. Joint Meeting Chair for June 2021: Secretary-Treasurer Matthew Dietz

IV. Approval of Minutes

A motion to approve the minutes was made by Director Jackie Lovejoy, seconded by Mayor Jack O'Reilly. A voice vote passed unanimously. Motion passed. Minutes approved.

V. Treasurer's Report

WDDDA: Received and Filed.

EDDDA: Received and Filed.

VI. Action Item

A. Regular Action Items

1. WDDDA Actions only

a) Planter & Bench Accident Replacements

The WDDDA recognizes the benefit of maintaining the districts as destination locations which encourage patronage of businesses. The West has experienced several vehicular accidents recently that have damaged some of the newest planters and a bench in the district. Insurance claims have started, but the replacement of the items is the responsibility of the WDDDA. Once the insurance funds are received, they will be directed back to the WDDDA budget.

Note: Licia Yangouyian of City of Dearborn Legal will check on the insurance process.

The items to be replaced will be identical to the new materials installed along the Connector Streets and are to be installed by DPW with Fairlane Grounds replacing soil and plant material.

WDDDA approves the purchase of 4 Kornegay Series planters from Landscape Forms and 1 Parc Vue backless bench for a total of \$7685 to be expended from account #296-6100-911-34-90.

It is also resolved the Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA with Landscape Forms subject to the review and approval by Corporate Council.

For WDDDA, motion to approve was made by Director Karen Nigosian, seconded by Director Thomas Clark. A voice vote passed unanimously.

Motion passed.

b) Social District Amendment – Cups & Entertainment

The WDDDA authorized the Social District Plan and the designation of Social District(s) for presentation to the City of Dearborn City Council for approval at the August 20, 2020 Joint DDDAs Board Meeting. City of Dearborn City Council approved the Social District pilot project through September 30, 2021 on February 9, 2021.

Additional amenities and services will need to be acquired to maintain the Social District pilot project.

WDDDA approves the expenditure of \$65,000 for amenities and services which includes the following amendments for entertainment and cups: from account #296-6100-911-51-00: Steven Taylor – entertainment on 6/4, 7-9PM - \$125, AJ Lynn – entertainment on 6/11, 7/23, 8/13, 8/14, 8/27 from 7-9PM - \$625, Dearborn School of Music – entertainment on 7/16, 8/6, 9/3 from 7-9PM - \$300, Visual Ronin – entertainment on 7/30, 8/20 from 7-9PM - \$200, and Budget Brander – cups (10K) - \$2,500, to be expended from account #296-6100-911-51-00.

It is also resolved the WDDDA Board authorizes the Manager of the DDDAs to execute necessary contracts in conjunction with the Social district program, subject to the review and approval of Corporation Council.

For WDDDA, motion to approve was made by Secretary-Treasurer Jeff Lynch, seconded by Director Jackie Lovejoy. A voice vote passed unanimously. Motion passed.

c) Art Competition – Electrical Boxes

The Dearborn Community Fund and Padzieski Gallery propose collaborating with the WDDDA and its Farmers & Artisans Market on an art competition to make utility boxes into pieces of art. The competition will be opened in June to all artists to submit a design that will be reviewed and selected by the Selection Team and the Design/EV Committee, with final approval from the WDDDA Board. The artists will be given a stipend of \$1000 each including art supplies.

The total sponsorship is \$3000 for three locations; and The Dearborn Community Fund and Padzieski Gallery will manage the project, and the WDDDA will also help support the project with social media and communications about the project.

The WDDDA approves the Utility Box Art Competition and agrees to authorize up to \$3000, payable to Dearborn Community Fund, expending from account #296-6100-911-51-00.

The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA with the Dearborn Community Fund, subject to review and approval by Corporation Counsel.

For WDDDA, motion to approve was made by Director Jackie Lovejoy, seconded by Mayor Jack O'Reilly. A voice vote passed unanimously. Motion passed.

d) Amendment – Dearborn Farmers Market

The WDDDA authorized a budget of \$20,000 in expenditures for the 2021 Farmers & Artisans Market. The Farmers Market runs June 4, 2021 to September 24, 2021.

The WDDDA authorizes the expenditure of the listed service providers for a total of \$15,809 for the Farmers & Artisans Market from the Farmers Market budget line item account # 296-6110-911-34-90 for 2021, including the following additional service providers: Janet Bloom – storage room shelving and bins - \$500, Beshara – street banners - \$900 (reduced from \$1500), 5 tent banners - \$351.56 (reduced from \$500), 10 A-Frame Signs \$108 (reduced from \$500), and Capital Group – 16 pole banners - \$1340 (reduced from \$2000).

The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA with the list of providers for the Dearborn Farmers & Artisans Market, subject to review and approval by Corporation Counsel.

For WDDDA, motion to approve was made by Director Jackie Lovejoy, seconded by Director John McWilliams. A voice vote passed unanimously. Motion passed.

e) Amendment – Tunes at Noon

The Tunes at Noon at Wagner Place event, sponsored by the WDDDA, is created to provide entertainment during the afternoon to employees of Wagner Place, surrounding businesses, and the community.

The WDDDA authorized a budget of \$3700 in expenditures for the 2021 Tunes at Noon at Wager Place events. The WDDDA approved to expend \$2400 for the entertainment service providers from account #296-6100-911-51-00.

The WDDDA approves the additional listed service providers for a total of \$1741.50 to expend from account #296-6100-911-51-00. James Richard replacing Gia Warner for previously approved \$400 and Times Herald ad for \$150; and a reduction for Pandora streaming ads from \$1000 to \$750.

The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA for the listed service providers, subject to review and approval by Corporation Counsel.

For WDDDA, motion to approve was made by Secretary-Treasurer Jeff Lynch, seconded by Director Jackie Lovejoy. A voice vote passed unanimously. Motion passed.

2. Joint Board Actions (WEST ONLY)

a) FYE 2021 Carry Forwards

The City of Dearborn's end of fiscal year financial process allows for carrying forward any budget item from the current fiscal year to the future fiscal year for projects, programs or contracts not completed by year-end. These are the items to be carried forward into FYE 2022 in order to complete projects and contracts: Platform Dining - \$16,200, Adirondack Chairs - \$12,808, On-Street Bike Racks - \$8,000, Branding - \$107,294, Open Door Dearborn Grant Recipients - \$10,000, Art Competition - \$5,000, and Dog Waste Stations - \$2,500.

The WDDDA authorizes carrying forward \$161,802 for Branding, Platform Dining, Adirondack Chairs, On-Street Bike Racks, Door Dearborn Grant Recipients, Art Competition, and Dog Waste Stations from FYE 2021 to FYE 2022.

For WDDDA, motion to approve was made by Director Jackie Lovejoy, seconded by Secretary-Treasurer Jeff Lynch. A voice vote passed unanimously. Motion passed

b) Light Pole Supply Restocking

In order to maintain a specific supply of the custom light poles in the downtown districts in case of accidental loss of light poles and to have a ready supply on-hand, it is recommended to have a supply of six (6) for the WDDDA. The cost of each Holophane Custom Light is \$715, for a total of \$4290. The WDDDA approves the purchase of six (6) Holophane Custom Lights for \$4290 via Great Lakes Electric, supplier for DTE, expending from account #296-6100-911-61-90.

It is also resolved the Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA with Great Lakes Electric for Holophane Custom Lighting, subject to review and approval by Corporation Counsel.

For WDDDA, motion to approve was made by Director Jackie Lovejoy, seconded by Director Thomas Clark. A voice vote passed unanimously. Motion passed.

c) Amendment – Event Insurance and Porta Johns

Vendors have been secured for the portajohns for West events, and an

additional insured needed to be added for the Dearborn Farmers & Artisans Market, Tunes at Noon, and Movies at the Park.

The WDDDA agrees to expend up to \$2350 to the city insurer Nickel & Saph Inc., Insurance Agency, to cover the WDDDA portion of the insurance premium for the Dearborn Farmers Market, to be expended from #296-6110-911-34-90, and also Tunes at Noon and Movies in the Park, both expending from #296-6100-911-51-00.

The WDDDA agrees to expend up to \$2329 to the awarded portajohn provider to cover the WDDDA costs for the Dearborn Farmers Market to be expended from account #296-6110-911-34-90, and Tunes at Noon, and Movies in the Park to be expended from account #296-6100-911-51-00. It is \$810 to Scotty's Potties for June 4 – July 7, and \$737 to Brendel's for the Dearborn Farmers Market, and \$101 for Scotty's Potties and \$101 for Brendel's for Movies in the Park and the provider is Brendel's for Tunes at Noon for previously approved \$580.

It is also resolved the Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA for the selected service providers, subject to review and approval by Corporation Counsel.

For WDDDA, motion to approve was made by Director Jackie Lovejoy, seconded by Director Karen Nigosian. A voice vote passed unanimously. Motion passed.

d) Platform Dining Amendment – Final Planter Vendor & Bumpers

The WDDDA Board previously authorized the purchase from Unilock of up to \$7600 for three platform dining locations totaling \$22,800 from account #296-6100-911-34-90. The WDDDA Board previously authorized the purchase of planters and bumpers of up to \$5400 totaling \$16,200, and additional seasonal installation and removal of up to \$2000 per location, totaling \$6000.

Additional items are necessary to complete the platforms, including cement bumpers, jersey barricades, rubber bumpers, cement bumper installation and plant materials.

The WDDDA Board authorizes the purchase of 36 planters from the lowest competitive bidder to be received on June 25, 2021 by the City of Dearborn Purchasing Department estimated at \$16,200 plus shipping to be expended from account #296-6100-911-34-90.

The WDDDA Board authorizes an additional purchase to finish the build out for the three platform dining locations totaling \$15,331.50 plus shipping to be expended from account #296-6100-911-34-90 and #269-6100-911-62-40, from the following vendors: Gabbert's – 21 cement bumpers \$735, Tamis Corporation – 4 jersey barricades \$1980 plus shipping, Traffic Safety Store – 4 rubber bumpers \$200 plus shipping and

150 ft. reflective tape \$126.50 plus shipping, and Fairlane Grounds – concrete bumper install \$5090.

It is also resolved the WDDDA Board authorizes the Manager of the DDDAs to execute necessary contracts, subject to review and approval by Corporation Counsel.

For WDDDA, motion to approve was made by Mayor Jack O'Reilly, seconded by Director Jackie Lovejoy. A voice vote passed unanimously. Motion passed.

e) Promotions Committee Chair Appointment

The East DDDA and West DDDA appoint the committee members and chairpersons for the joint standing Downtown Dearborn Promotions Committee to lead community engagement in the events, marketing, and promotions of Downtown Dearborn. Appointments to standing committees shall be made annually or as vacancies arise to best maintain the standing committees. The former Chairperson, Sam Abbas stepped down as Promotions Chair to better focus on the WDDDA Board Chair Position.

The Promotions Committee recommends Matthew Dietz and Julia Kapilango of the EDDDA to Co-Chair the Downtown Dearborn Promotions Committee.

For WDDDA, motion to table this appointment was made by Director Jackie Lovejoy, seconded by Director Thomas Clark. A voice vote passed unanimously. Resolution tabled.

VII. Old Business

Director Jay Kruz stated much of Covid support has been restaurant driven. He asked how to help non-restaurant businesses. Mike Kirk stated one community did a scavenger hunt. Director Jackie Lovejoy suggested a public art project and used an example of cast pigs that were painted in a town that drew interest. Cristina Sheppard-Decius stated there is a program through utility companies that a business spends \$100 and they get a \$100 match. There are two utility companies that service the area so neither would commit to doing program here. Director Moe Hider stated to use social media to boost retail and look at doing a retail only event. Director Lovejoy added to do co-marketing with other businesses. Secretary-Treasurer Matthew Dietz asked how Retro Image did during Sidewalk Sale. Director Kruz replied he did good. Director Dietz also stated to do more retail driven events. Jean Smith stated to pull together a retail focused group that can meet monthly to review ideas, like the Dearborn Restaurant Week group. Hassan Sheikh stated to use social media for retail impact, maybe doing items like "Business of the Week" or something similar.

- 1) Igloos – a few are left if anyone needs.

- 2) City Hall Park – moving activities in front of Art Space since park is unusable due to settling of ground since construction of new stormwater system.
- 3) Landscaping – West: annuals installed but hanging baskets still need to do. East: getting materials and wrap up new design within next two weeks.
- 4) Branded banners up by DPW within the week for East and West (larger streetlights).

VIII. Committee Reports

Promotions Committee: Jean Smith – Dearborn Farmers Market is Friday, Juneteenth is Saturday, Music in the Park is in front of Art Space. The Movies in the Park was rained out. Jean would like to reinstate Kids Day.

Design Committee: Steve Deisler – For Bike Share, working on finding a partner with cooperative agreement. SPIN is Ford owned. Anticipate setting up a meeting in a couple weeks and then bring MOU to board.

IX. DDDA Executive Management Team & ECD Reports

A. Development Report – Cristina Sheppard-Decius – reviewed the new Business Development spreadsheet which listed a) New Development Projects b) Opportunities and c) New Businesses Coming Soon. Panera is planned to be split so restaurant in the front. Bailey's has a permitting issue. They are redoing inside and façade.

Hassan Sheikh – CBRE – developing internal process. Also, he encouraged businesses to apply for Small Business Grant.

B. Insurance Provider/City Relationship
Legal to review.

X. Call to Board of Directors

Director Karen Nigosian – their building had a buyer, then Covid hit. The property is now up for sale.

Director Lovejoy – SBA – the first part is forgivable – people are getting emails and it is a real application. Do apply since first \$10,000 is grant monies.

XI. Call to Audience

None

XII. Adjournment

Meeting adjourned at 10:15 am. A motion was made by Director Jackie Lovejoy, seconded by Secretary-Treasurer Jeff Lynch.

Approved by:

Jeffery Lynch, Secretary-Treasurer, WDDDA

CITY OF DEARBORN
EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY (EDDDA)
SPECIAL BOARD MEETING

July 1, 2021

8:00 – 9:30 AM

Dearborn Administrative Center – Council Chambers
16901 Michigan Avenue, Dearborn, MI, 48126

MINUTES

MEMBERS PRESENT

EAST DDA: Vice-Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, Director Mark Guido, and Director Jay Kruz.

MEMBERS ABSENT

EAST DDA: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

NON-MEMBERS PRESENT :

CITY OF DEARBORN: Jeff Watson-arrived 8:30 am (ECD), Hassan Sheikh (ECD), Licia Yangouyan (Legal), Moe Almaliky (Finance), Zeinab Hachem (Council Office), Cristina Sheppard-Decius (DDDA), Steve Deisler (DDDA) and Janet Bloom (DDDA).

OTHERS: N/A

I. Call to Order

EDDDA Vice- Chairperson Eric Woody called the meeting to order at 8:05 am

II. Roll Call

EDDDA Secretary-Treasurer Matthew Dietz called the roll for Board Members for East.
EDDDA: A quorum was present.

III. Approval of Minutes

For the EDDDA, the minutes from the May 20, 2021 Board meeting were presented for approval. The minutes were recorded and filed.

IV. Treasurer's Report

Moe Almaliky from Finance reviewed the financial statement dated May 31, 2021. Revenue to date totaled \$907,818. Total expenditures totaled \$864,199. The current cash position equals \$1,004,863 and it is estimated that the EDDDA's cash position at the end of the fiscal year would be \$493,441.

The Treasurer's Report was received and filed for EDDDA.

V. Action Items

A. Regular Action Items

1. Joint Board Actions

a) FYE 2021 Carry Forwards

The City of Dearborn's end of fiscal year financial process allows for carrying forward any budget item from the current fiscal year to the future fiscal year for projects, programs or contracts not completed by year-end. These are the items to be carried forward into FYE 2022 in order to complete projects and contracts: Platform Dining \$5,000, Greenhouses \$6,747, Adirondack Chairs \$5,263, On-Street Bike Racks \$30,000, City Hall Park Redesign Concepts \$14,113, Planter Tree Well Removal- Streetscape Enhancements \$46,200, Branding (remaining contract) \$68,805, Open Door Dearborn Grant Recipients (if not reimbursed prior to fiscal year) \$10,000, Dog Waste Stations (awaiting bids) \$1,800, and Mural Project \$14,000.

The EDDDA authorizes carrying forward \$201,928 for Branding, Platform Dining Greenhouses, Adirondack Chairs, On-Street Bike Racks, City Hall Park Redesign, Planter Tree Well Removal, Open Door Dearborn Grant Recipients, Dog Waste Stations, and Mural Project from FYE 2021 to FYE 2022.

For EDDDA, motion to approve was made by Secretary-Treasurer Matthew Dietz, seconded by Mayor O'Reilly. A voice vote passed unanimously. Motion passed.

b) Light Pole Supply Restocking

In order to maintain a specific supply of the custom light poles in the downtown districts in case of accidental loss of light poles and to have a ready supply on-hand, it is recommended to have a supply of two (2) for the EDDDA. The cost of each Holophane Custom Light is \$715, for a total of \$1,430. The EDDDA approves the purchase of two (2) Holophane Custom Lights for \$1,430 via Great Lakes Electric, supplier for DTE, expending from account #297-6100-911-51-00.

It is also resolved the Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA with Great Lakes Electric for Holophane Custom Lighting, subject to review and approval by Corporation Counsel.

For EDDDA, motion to approve was made by Director Mark Guido, seconded by Director Jay Kruz. A voice vote passed unanimously. Motion passed.

c) Amendment – Event Insurance and Porta Johns

Vendors have been secured for the portajohns for the East events, and an additional insured needed to be added for the EDDDA events for utilizing Artspace property.

EDDDA is adding an additional \$200 to Silent Disco for additional insurance. For Music in the Park, EDDDA is adding \$405 for Scotty's Potties and \$806 for Brendel's for June 4- July 7. For Silent Disco, EDDDA is adding \$405 for Scotty's Potties and \$503 for Brendel's for June 4 – July 7.

The EDDDA agrees to expend up to \$1,150 to the city insurer Nickel & Saph Inc., Insurance Agency, to cover the EDDDA portion of the insurance premium to cover the Music in the Park, Silent Disco, and Movies in the Park to be expended from #297-6100-911-51-00. The EDDDA agrees to expend up to \$2,321 to the awarded portajohn provider to cover the EDDDA costs for the Music in the Park, Silent Disco, and Movies in the Park to be expended from account #297-6100-911-51-00.

It is also resolved the Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA for the selected service providers, subject to review and approval by Corporation Counsel.

For EDDDA, motion to approve was made by Director Jay Kruz, seconded by Director Janice Cislo. A voice vote passed unanimously. Motion passed.

d) Platform Dining Amendment – Final Planter Vendor & Bumpers

The EDDDA Board previously authorized the purchase from Unilock of up to \$7,600 for one platform dining location from account #297-6100-911-34-90. The EDDDA Board previously authorized the purchase of planters and bumpers of up to \$5400 (vendor TBD), and seasonal installation and removal of up to \$2000 from W H Canon.

Additional items are necessary to complete the platforms, including cement bumpers, jersey barricades, rubber bumpers, cement bumper installation and plant materials.

DPW will pick up and deliver to the DPW yards the cement bumpers from Gabbert's, the supplier.

The EDDDA Board authorizes the additional purchase from the following vendors to finish the build out for the one platform dining location for \$6,974.13 plus shipping from account #297-6100-911-34-90 and #297-

6100-911-62-40.

It is also resolved the EDDDA Board authorizes the Manager of the DDDAs to execute necessary contracts, contingent on City Council approval, for the selected service providers, subject to review and approval by Corporation Counsel.

Vendors include the following (all are account #297-6100-911-34-90, unless indicated): Wayfair – 12 Planters \$2621.88, Gabbert's – 7 Cement Bumpers \$245, Tamis Corporation – 1 Jersey Barricade \$495, Traffic Safety Store – 1 Rubber Bumper \$50 and 150 ft. reflective tape \$126.50, Unilock – Extra Pedestals \$497.75, WH Canon – Concrete Bumper Install \$750, W H Canon- Soil/Plants Install \$1,840 (account #297-6100-911-62-40), Aosom – Wheelchair Ramp \$350, for a total of \$6,974.13 plus shipping.

For EDDDA, motion to approve was made by Secretary-Treasurer Matthew Dietz, seconded by Director Mark Guido. A voice vote passed unanimously. Motion passed.

2. EDDDA Actions Only

a) Planters for Schaefer and Corner of Schlaff

The EDDDA already authorized WH Canon to place an additional 16 planters along Schaefer. The purchase of the physical planters still needs to be authorized by the Board. The Beautification Subcommittee also recommended adding six (6) planters at the corner of Schlaff and Michigan Avenue, as well.

The following planter selection is recommended for these areas: Lakeside Planter from Landscape Forms (16) \$15,510, and Hampton Planters from Urbanscape Self Watering Planters (6) \$18,150.

The EDDDA approves the purchase of sixteen(16) Lakeside planters from Landscape Forms for \$15,510 and six (6) Hampton planters from Urbanscape Self-Watering Planters for \$2640 for a total of \$18,150 expending from account #296-6100-911-34-90.

It is also resolved the Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA with Urbanscape and Landscape Forms, subject to review and approval by Corporation Counsel.

For EDDDA, motion to approve was made by Director Janice Cislo, seconded by Mayor Jack O'Reilly. A voice vote passed unanimously. Motion passed.

b) Amendment – Music in the Park/Silent Disco Tents & Stage Music in the Park:

A tent and table were needed for Music in the Park, and the stage banner

and Pandora ads were reduced to accommodate for the expense. Music in the Park and Silent Disco are sharing the banner, tent and table costs.

Music in the Park amendment costs include: Beshara - Stage Banner (split Music in the Park/Silent Disco), price reduced to \$125 from \$250. Pandora – streaming ad, price reduced to \$750 from \$1,000. Jean Smith – 1 Tent & 1 Table, price \$119.67, and the EDDDA now obligates \$15,000 expending from Community Promotions budget account #297-6100-911-51-00.

Music in the Park Amendment: For EDDDA, motion to approve was made by Mayor Jack O'Reilly, seconded by Secretary-Treasurer Matthew Dietz. A voice vote passed unanimously. Motion passed.

It is noted that the EDDDA Board requested that the Promotions Committee provide the list of proposed acts to the Board, so that the Board may provide guidance on musical selection to the promoter.

Silent Disco:

A tent and table were needed for Silent Disco, and the stage banner and Pandora ads were reduced to accommodate for the expense. Music in the Park and Silent Disco are sharing the banner, tent and table costs.

Silent Disco amendment costs include: Beshara - Stage Banner (split Music in the Park/Silent Disco), for \$125. Pandora – streaming ad, price reduced to \$750 from \$1,000, Times Herald ad for \$150, Jean Smith – 1 Tent & 1 Table, price \$119.67 and the EDDDA now obligates \$17,772.82 expending from Community Promotions budget account #297-6100-911-51-00.

It was requested by EDDDA Board to send Silent Disco attendance.

Silent Disco Amendment: For EDDDA, motion to approve was made by Secretary-Treasurer Matthew Dietz, seconded by Director Mark Guido. Roll call vote: Vice-Chairperson Eric Woody - yes, Secretary-Treasurer Matthew Dietz - yes, Mayor Jack O'Reilly - yes, Director Janice Cislo - no, Director Jay Kruz - no, and Director Mark Guido - yes. Motion failed.

c) Amendment – Juneteenth

The Homage to Black Excellence event, Juneteenth, requires additional yard signs for the route, posters, a podium sign and a photographer. Reductions in costs were noted from Dearborn Parks & Recreation, Police Department services and Nickel & Saph Insurance.

Amendment costs include: Janet Bloom via FedEx Kinko's – posters \$160, Beshara – yard signs (qty increased from 10 to 40) price approved \$125, additional cost \$375 for \$500 total, Dearborn Police – Street Closure estimated price reduced from \$7,500 to \$5,000, Beshara –

podium sign \$50, Dejuan McTaw – Photographer \$250, Parks and Recreation reduction for golf cart from \$170 to \$100 (reduced from two carts to one plus delivery) and cost of podium is \$50 and costs of tables reduced from \$600 to \$170. Insurance from Nickel & Saph reduced from \$2,000 to \$850.

The EDDDA had already reallocated \$11,000 from Jazz on the Ave/Music in the Park 2020 to the Juneteenth Mobility Stroll & Roll and another \$11,000 from General Marketing for a total of \$39,758 budgeted for all H2BE events.

It was resolved that no funds are to be spent outside of the EDDDA and it was also resolved that the Manager of the DDDA's is authorized to execute contracts on behalf of the EDDDA for the Homage to Black Excellence events of DE&I, Art of Courage, and Juneteenth Mobility Stroll & Roll with the service providers and amounts listed, subject to review and approval by Corporation Counsel.

For EDDDA, motion to approve was made by Secretary-Treasurer Matthew Dietz, seconded by Mayor Jack O'Reilly. Roll call vote: Vice-Chairperson Eric Woody - yes, Secretary-Treasurer Matthew Dietz - yes, Mayor Jack O'Reilly - yes, Director Janice Cislo - no, Director Jay Kruz - no, and Director Mark Guido - yes. Motion failed.

A motion was made by Director Janice Cislo to reconsider this item. Motion to approve was made by Vice-Chairperson Eric Woody, seconded by Secretary-Treasurer Matthew Dietz. Roll call vote: Vice-Chairperson Eric Woody - yes, Secretary-Treasurer Matthew Dietz - yes, Mayor Jack O'Reilly - yes, Director Janice Cislo - yes, Director Jay Kruz - no, and Director Mark Guido - yes. Motion passed.

Jeff Watson stated that a Conflict of Interest was made apparent after the conclusion of the Juneteenth event. DJ Asset provided a copy of w-9 on the day of the event, after event concluded, and it was determined that she is related to Chairperson Julia Kapilango. Such conflicts need to be disclosed and the board member who is in conflict must abstain from voting on the matter.

VI. Old Business

Cristina Sheppard-Decius: Brand banners are being installed in both EDDDA and WDDDA.

Steve Deisler: Good success with Open Door Dearborn Grant program: we had 6 applicants and 6 approvals. A couple are still in progress: Juee Café and USAF Construction office. Two more interested: Green Brain Comics and former Stormy Records location. Projects are allowed a one year timeline. We bring back to the board if something extraordinary happened that adjusts timeline such as supply issues (covid) or flooding.

VII. Committee Reports

Promotions Committee – Presented by Matthew Dietz

The committee is reviewing the timing and types of events hosted in both EDDDA and WDDDA. The Promotions Committee will present to the boards in August.

VIII. DDDA Executive Management Team & ECD Reports

A. Façade Study – Presented by Steve Deisler

A façade comparison photo of current EDDDA block of businesses from SmithGroup with an architect reimaged drawing of the store fronts was presented. The idea is to reach out to current tenants and building owners to offer these ideas and then offer support with Open Door Dearborn grant monies and other financial resources that might be available.

B. Development Report - Presented by Cristina Sheppard-Decius and Steve Deisler

A new spreadsheet was developed to capture new development projects, development opportunities, and new businesses coming soon for both EDDDA and WDDDA. It will be presented to the board on a regular basis.

C. Refinancing of Dearborn Town Center Parking Deck presented by Jeff Watson:

Interest rates are at historic lows so the parking deck was refinanced/refunded.

Expected savings of 30%. There is 7 ½ years on current loan. This item will be presented as a resolution next month. This means more TIF revenue going back into EDDDA.

IX. Call to Board of Directors

None.

V. Call to Audience

Zeinab Hachem (Council Office) announced that the fees are waived for permits at last City Council meeting. July 31 is due date. Find more information on the city website or contact the Permit Department.

VI. Adjournment

Meeting adjourned at 9:42 am. A motion was made by Director Mark Guido, seconded by Secretary-Treasurer Matthew Dietz.

Approved by:

Matthew Dietz, Secretary-Treasurer, EDDDA

Financial Statement Summary		FY2019 Audited	FY2020 Unaudited	FY2021					
				Adopted	Amended	Actual	Encumbered	Balance	Actual %
297-0000-311.40-00	Property Tax Capture	\$ 359,405	\$ 366,558	\$ 386,700	\$ 386,700	\$ 386,278	\$ -	\$ 422	100%
	Brownfield Tax Capture	464,099	448,590	456,900	456,900	457,004	-	N/A	100%
	Tax Revenue Total	\$ 823,504	\$ 815,148	\$ 843,600	\$ 843,600	\$ 843,282	\$ -	\$ 422	100%
297-0000-330.05-14	Local Community Stabilization Authority	23,733	26,223	26,000	26,000	23,965	-	2,035	92%
297-6100-365.90-00	Donations from a Private Source	41,850	7,849	46,000	46,000	10,250	-	35,750	22%
297-0000-361.10-05	Interest Income	27,156	18,330	18,200	18,200	183	-	18,017	1%
297-6100-322.40-10	Events Revenue	-	6,350	3,000	3,000	(4,800)	-	7,800	-16%
297-6100-369.90-00	Miscellaneous Income	-	14,203	14,205	14,205	14,203	-	2	100%
	Donation Revenue Total	\$ (49,290)	\$ 72,955	\$ 107,405	\$ 107,405	\$ 43,801	\$ -	\$ 63,604	41%
297-0000-391.91-01	Contributions from the General Fund	11,794	11,310	22,620	22,620	22,620	-	-	100%
	Contribution Total	\$ 11,794	\$ 11,465	\$ 22,620	\$ 22,620	\$ 22,620	\$ -	\$ -	100%
	Total Revenue	\$ 786,008	\$ 899,568	\$ 973,625	\$ 973,625	\$ 909,703	\$ -	\$ 64,026	93%
Expenditure									
297-6100-911.25-00	Unemployment Comensation	\$ -	\$ 5,068	\$ 2,200	2,200	-	\$ -	2,200	0%
297-6100-911.30-40	Audit Services	\$ 763	\$ 800	\$ 800	800	800	-	-	100%
297-2972-463.34-90	Sanitation Contractual Services	\$ 11,794	\$ 2,600	\$ 22,620	22,620	7,545	\$ 12,665	2,410	89%
297-6100-911.34-90	Development Contractual Services	\$ 265,527	\$ 302,415	\$ 426,610	512,077	249,569	\$ 91,713	170,795	67%
297-6100-911.43-82	Copier Repair & Maintenance Services	\$ 362	\$ -	\$ 375	375	886	\$ -	(511)	236%
297-6100-911.44-10	Building Rental	\$ 10,935	\$ 10,830	\$ 9,000	9,000	8,123	\$ -	877	90%
297-6100-911.51-00	Community Promotion	\$ 190,668	\$ 112,128	\$ 270,860	355,950	109,075	\$ 122,502	124,373	65%
297-6100-911.52-10	Insurance	\$ 4,110	\$ 6,260	\$ 6,234	6,234	6,234	\$ -	-	100%
297-6100-911.53-00	Communications	\$ 281	\$ 1,200	\$ 1,128	1,141	973	\$ 168	-	100%
297-6100-911.58-10	Training & Transportation	\$ 2,539	\$ 1,397	\$ 3,500	3,500	950	\$ 819	1,731	51%
297-6100-911.60-10	Office Supplies	\$ 802	\$ 401	\$ 1,487	1,487	63	\$ -	1,424	4%
297-6100-911.60-20	Postage	\$ 154	\$ 214	\$ 350	350	-	\$ -	350	0%
297-6100-911.61-90	Non-Capital Equipment	\$ -	\$ -	\$ 3,500	3,500	-	\$ -	3,500	0%
297-6100-911.62-40	Planting Materials	\$ 18,455	\$ 17,825	\$ 30,000	30,000	23,895	\$ 6,105	-	100%
297-6100-911.65-00	Memberships	\$ 513	\$ 435	\$ 1,190	1,190	148	\$ -	1,042	12%
297-6100-911.68-90	Other Operating Expenses	\$ -	\$ -	\$ 29,660	29,660	-	\$ -	29,660	0%
297-6100-980.92-75	Transfer to Brownfield Redevelopment Authority	\$ 464,099	\$ 448,590	\$ 456,900	456,900	457,004	\$ -	(104)	100%
	Total Operating Expenditures	972,946	910,163	1,266,414	1,436,984	865,265	233,972	337,747	76%
	Total Expenditure	\$ 972,946	\$ 910,163	\$ 1,266,414	\$ 1,436,984	\$ 865,265	\$ 233,972	\$ 337,747	76%
	Revenues Over/(Under) Expenditures	\$ (186,938)	\$ (10,595)	\$ (237,538)	(463,359)	\$ 44,438	\$ (233,972)	\$ (273,721)	
Balance Sheet									
Equity in Pooled Cash	Cash Position					Current	Beginning of Year		
						\$ 1,001,133	\$ 950,332		
Current Assets	Current Receivables					-	10,000		
	Unearned Income					64,026	971,740		
Current Liabilities	Current Liabilities					(14,203)	(29,154)		
	Encumbrances					(233,972)	(149,888)		
	Uncommitted Budget					(337,747)	(1,099,629)		
	Estimated Ending Cash Position	\$ 1,042,608	\$ 994,168			\$ 479,237	\$ 653,401		

Expenditure Details		FY2019	FY2020	FY2021					
		Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance	Actual %
Beautification									
297-2972-463.34-90	Sanitation Contractual Services	\$ 11,794	\$ 2,600	\$ 22,620	\$ 22,620	\$ 7,545	\$ 12,665	\$ 2,410	89%
297-6100-911.34-90	Holiday Décor & Installation	\$ 17,256	\$ 14,440	10,000	10,000	1,402	2,075	6,523	35%
297-6100-911.34-90	Landscape & Maintenance	\$ 62,470	\$ 44,841	76,570	93,237	56,366	23,790	13,081	86%
297-6100-911.34-90	Snow Removal	\$ 38,536	26538	25,000	25,000	25,000	-	-	100%
297-6100-911.34-90	On-Street Bike Racks	\$ -	0	15,000	30,000	-	-	30,000	0%
297-6100-911.34-90	Artspace, Public Space Design		\$ 34,581	10,000	30,000	5,638	12,363	11,999	60%
297-6100-911.34-90	Streetscape Enhancements		\$ 8,415	16,000	48,000	-	4,942	43,058	10%
297-6100-911.62-40	Planting Materials	\$ 18,455	\$ 17,825	30,000	30,000	23,895	6,105	-	100%
Total Beautification		\$ 151,331	\$ 151,837	\$ 205,190	\$ 288,857	\$ 119,846	\$ 61,940	\$ 107,071	63%
Development									
297-6100-911.51-00	General Marketing (banners, printing, social media)	\$ 4,705	\$ 4,976	\$ 35,000	\$ 36,500	\$ 5,445	1,808.00	\$ 29,247	20%
297-6100-911.51-00	Branding	34,210	35,568	30,000	104,012	35,207	68,805.00	(0)	100%
297-6100-911.51-00	Graphic Design	490	220	-	-	-	-	-	0%
297-6100-911.51-00	Photography	1,125	963	5,000	5,000	-	-	5,000	0%
297-6100-911.51-00	Metro Mode / Issue Media	18,000	18,000	19,000	25,000	24,501	16,500.00	(16,001)	164%
297-6100-911.51-00	CTM Brochure Distribution	2,193	438	-	1,802	1,802	-	-	100%
297-6100-911.51-00	Website, Constant Contacts	226	-	230	230	-	-	230	0%
297-6100-911.51-00	Website Hosting & Domain Registration	801	1,828	1,680	1,680	714	-	966	43%
297-6100-911.51-00	Henry Ford Promotion Package	5,600	5,600	5,600	5,600	5,600	-	-	100%
297-6100-911.51-00	Community Art Enhancement	-	-	10,000	2,136	-	-	2,136	0%
297-6100-911.51-00	Dearborn Community Fund Sculpture Initiative	5,900	-	6,000	6,000	-	-	6,000	0%
297-6100-911.51-00	Art Month	4,480	1,000	1,000	1,000	-	-	1,000	0%
297-6100-911.51-00	Pocket of Perception (student art project)	8,000	-	5,000	5,000	-	-	5,000	0%
297-6100-911.51-00	Fall Promotions	592	-	600	600	348	185.00	67	89%
297-6100-911.51-00	Holiday Promotions (Holiday Open House, Santa)	8,197	8,486	15,000	15,000	-	-	15,000	0%
297-6100-911.51-00	Shop Small Business Saturday	4,581	5,565	7,000	7,000	5,755	1,791.00	(546)	108%
297-6100-911.51-00	Restaurant Week	15,583	1,050	16,500	31,553	1,145	-	30,408	4%
297-6100-911.51-00	Homage to Black Excellence	-	43	-	53,364	9,460	6,689.00	43,904	30%
297-6100-911.51-00	Movies in the Park	2,582	1,511	2,200	2,200	2,133	1,623.00	(1,556)	171%
297-6100-911.51-00	Music in the Park	5,177	316	4,500	13,000	5,999	5,999.00	1,002	92%
297-6100-911.51-00	City Hall Park Events	-	-	5,550	9,050	4,274	4,605.00	171	98%
297-6100-911.51-00	Way Finding	-	-	10,000	10,000	-	-	10,000	0%
297-6100-911.51-00	Build Institute	-	-	10,000	10,000	-	-	10,000	0%
297-6100-911.51-00	Eastborn Clean Up	448	-	1,000	1,000	-	-	1,000	0%
297-6100-911.51-00	Covid Comeback Marketing	-	-	20,000	26,000	6,169	13,431.00	6,400	75%
297-6100-911.51-00	Other Community Development	8,922	750	2,500	2,500	525	1,066.00	909	64%
Total Development		\$ 182,948	\$ 111,402	\$ 270,860	\$ 375,227	\$ 109,077	\$ 122,502	\$ 150,337	62%
Planning & Administration									
297-6100-911.34-90	Pow Strategies	106,038	114,019	193,140	193,140	141,795	40,213	11,132	94%
297-6100-911.34-90	Communications Manager, Public Relations	38,430	39,130	40,000	41,800	3,900	1,537	36,363	13%
297-6100-911.34-90	Building/Business Incentive	-	7,760	40,000	40,000	15,000	5,903	19,097	52%
Total Directors Expenses		144,468	160,909	273,140	274,940	160,695	47,653	66,592	76%
	Unemployment Compensation	-	-	2,200	2,200	-	-	-	0%
various (comment)	Other Office Expenses	10,924	10,707	15,064	15,077	10,054	987	4,036	73%
297-6100-911.34-90	Office Cleaning	825	750	900	900	470	890	(460)	151%
297-6100-911.44-10	Building Rental	10,935	10,830	9,000	9,000	8,123	-	877	90%
297-6100-911.61-90	Non-Capital Equipment (light poles)	-	-	3,500	3,500	-	-	3,500	0%
297-6100-911.68-90	Other Operating Expenses (utilities)	-	-	15,455	15,455	-	-	15,455	0%
297-6100-911.68-90	DCC Gun Range ArtSpace Loan Payment	-	-	14,205	14,205	-	-	14,205	0%
297-6100-980.92-75	Transfer to Brownfield Redevelopment Authority	464,566	448,590	456,900	456,900	457,004	-	(104)	100%
Total Planning & Administration		\$ 631,718	\$ 631,786	\$ 790,364	\$ 792,177	\$ 636,346	\$ 49,530	\$ 104,101	87%

Financial Statement Summary		FY2019	FY2020	FY2021					
		Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance	Actual %
Revenue									
296-0000-311.40-00	Property Tax Capture	\$ 611,157	810,083	\$ 888,400	\$ 888,400	\$ 852,811	\$ -	\$ 35,589	96%
	Brownfield Tax Capture	132,940	208,118	243,700	243,700	247,631	-	-	
Tax Revenue Total:		\$ 744,097	\$ 1,018,201	\$ 1,132,100	\$ 1,132,100	\$ 1,100,442	\$ -	\$ 35,589	
296-0000-330.05-14	Local Community Stabilization Authority	25,313	-	25,000	25,000	-	-	25,000	0%
296-6110-330.01-90	Farmer's Market Federal Grant	1,424	607	1,500	1,500	-	-	1,500	0%
296-6110-369.90-00	Farmer's Market Miscellaneous	18,865	7,265	23,500	23,500	11,745	-	11,755	50%
296-6100-365.90-00	Donations from a Private Source	48,348	16,659	52,500	52,500	2,855	-	49,645	5%
296-6100-322.40-10	Events Revenue	-	6,545	4,000	4,000	(3,900)	-	7,900	-98%
296-0000-361.10-05	Interest Income	19,928	15,928	15,755	15,755	202	-	15,553	1%
296-0000-369.90-00	Miscellaneous Income	6,194	-	-	-	4,669	-	N/A	
Donations & Farmer's Market Total:		\$ 120,072	\$ 47,004	\$ 122,255	\$ 122,255	\$ 15,571	\$ -	\$ 111,353	13%
296-0000-391.91-01	Contributions from the General Fund	37,913	35,000	35,105	35,105	35,105	-	-	100%
General Fund Contribution Total:		37,913	35,000	35,105	35,105	35,105	-	-	100%
Total Revenues:		\$ 902,082	1,100,205	\$ 1,289,460	\$ 1,289,460	\$ 1,151,118	\$ -	\$ 146,942	89%
Expenditure									
296-6100-911.30-40	Audit Services	382	400	400	400	400	-	-	100%
296-2972-463.34-90	Sanitation Contractual Services	25,920	19,620	25,920	25,920	25,275	645	-	100%
296-6100-911.34-90	Development Contractual Services	399,227	381,813	522,540	564,425	399,653	145,505	19,267	97%
296-6110-911.34-90	Farmer's Market Contractual Services	16,509	10,924	20,000	20,000	15,345	4,067	588	97%
296-6100-911.41-75	WATER/SEWAGE	-	683	-	3,190	3,110	80	-	100%
296-6100-911.43-82	Copier Repair & Maintenance Services	362	-	375	375	886	-	(511)	236%
296-6100-911.44-10	Building Rental	10,935	10,830	9,000	9,000	8,123	-	877	90%
296-6100-911.51-00	Community Promotion	264,955	175,184	241,225	391,187	123,940	88,948	178,299	54%
296-6100-911.52-10	Insurance	2,670	3,730	5,344	5,344	5,829	-	(485)	109%
296-6100-911.53-00	Communications	225	1,011	1,140	1,140	974	166	-	100%
296-6100-911.58-10	Training & Transportation	2,836	175	3,500	3,500	600	323	2,577	26%
296-6100-911.60-10	Office Supplies	802	395	1,487	1,487	63	-	1,424	4%
296-6100-911.60-20	POSTAGE	-	203	350	350	-	-	350	0%
296-6100-911.61-90	Non-Capital Equipment	-	-	18,600	18,600	4,426	1,000	13,174	29%
296-6100-911.62-40	Planting Materials	6,798	577	40,000	40,000	2,014	37,986	-	100%
296-6100-911.65-00	Memberships	513	435	940	940	148	-	792	16%
296-6100-911.68-90	Other Operating Expenses	-	-	1,250	1,250	-	-	1,250	0%
296-6100-980.92-75	Transfer to Brownfield Redevelopment Authority	132,940	208,118	243,700	243,700	247,631	-	(3,931)	102%
296-6100-980.96-34	Facilities Fund	-	-	-	37,500	37,500	-	-	100%
Total Expenditure		\$ 866,561	\$ 814,098	\$ 1,135,771	\$ 1,368,308	\$ 875,917	\$ 278,720	\$ 213,671	84%
Revenues Over/(Under) Expenditures		\$ 35,521	\$ 286,107	\$ 153,689	(78,848)	\$ 275,201	(278,720)	\$ (66,729)	
Balance Sheet						Current	Beginning of Year		
Equity in Pooled Cash	Cash Position					\$ 1,368,326	\$ 1,083,008		
Current Assets	Current Receivables					11,215	14,800		
	Unearned Income					146,942	1,289,460		
Current Liabilities	Current Liabilities					-	(16,076)		
	Encumbrances					(278,720)	(140,107)		
	Uncommitted Budget					(213,671)	(952,912)		
	Estimated Ending Cash Position	\$ 906,009	1,083,008			\$ 1,034,092	\$ 1,278,173		
Expenditure Details		FY2018	FY2019	FY2020					
		Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance	Actual %
Beautification									
296-2972-463.34-90	Sanitation Contractual Services	\$ 25,920	19,620	\$ 25,920	\$ 25,920	\$ 25,275	\$ 645	\$ -	100%
296-6100-911.34-90	Holiday Décor & Installation	17,350	15,017	10,000	10,000	1,440	-	8,560	14%
296-6100-911.34-90	Landscape & Maintenance	55,820	193,459	188,000	225,885	208,583	58,577	(41,275)	118%
296-6100-911.34-90	Snow Removal	38,250	39,678	36,500	36,500	24,609	11,954	(63)	100%
296-6100-911.34-90	On-Street Bike Racks	516	-	4,000	8,000	-	12,012	(4,012)	150%
296-6100-911.34-90	Master Plan/Vision, Art in Public Spaces	-	-	10,000	10,000	-	-	10,000	0%
296-6100-911.62-40	Planting Materials	6,798	577	40,000	40,000	2,014	37,986	-	100%
Total Beautification		\$ 144,654	268,351	\$ 314,420	\$ 356,305	\$ 261,921	\$ 121,174	\$ (26,790)	108%

Development

296-6100-911.51-00	General Marketing (banners, printing, social media)	10,258	10,649	\$ 35,000	\$ 35,000	\$ 6,810	\$ 1,545	\$ 26,645	24%
296-6100-911.51-00	Branding	118,371	84,932	30,000	138,262	30,968	25,997	81,297	41%
296-6100-911.51-00	CTM Brochure Distribution	2,339	438	-	1,803	1,803	-	-	-
296-6100-911.51-00	Photography	1,850	963	5,000	5,000	-	-	5,000	0%
296-6100-911.51-00	Metro Mode / Issue Media	18,000	18,000	19,000	25,000	10,501	4,500	9,999	60%
296-6100-911.51-00	Website, Constant Contacts	226	-	230	230	-	-	230	0%
296-6100-911.51-00	Website Hosting & Domain Registration	801	2,188	1,680	1,680	1,074	360	246	85%
296-6100-911.51-00	Henry Ford Promotion Package	5,600	5,600	5,600	5,600	5,600	-	-	100%
296-6100-911.51-00	Community Art Enhancement	-	-	4,000	4,000	-	-	4,000	0%
296-6100-911.51-00	Art month, Art Spark, Pocket Park Mural, POP-Student	5,500	1,000	1,000	1,000	-	-	1,000	0%
296-6100-911.51-00	Fall Promotions	193	-	300	300	150	-	150	50%
296-6100-911.51-00	Holiday Promotions, Holly Berry Brunch Program	16,144	13,590	14,665	14,665	14,120	300	245	98%
296-6100-911.51-00	Shop Small Business Saturday	3,665	6,480	7,000	7,000	6,635	1,986	(1,621)	123%
296-6100-911.51-00	Restaurant week	17,581	1,050	16,500	31,553	28,025	21,804	(18,276)	158%
296-6100-911.51-00	Tunes at Noon	-	3,024	3,700	3,700	400	2,400	900	76%
296-6100-911.51-00	Friday Nites Concert Series & Winterfest	32,876	8,468	38,000	38,000	6,153	5	31,842	16%
296-6100-911.51-00	Movies In the Park	-	1,488	3,100	3,100	2,665	689	(254)	108%
296-6100-911.51-00	Ladies Night Out	-	-	3,400	3,400	-	302	3,098	9%
296-6100-911.51-00	Pernennail	-	360	550	550	-	250	300	45%
296-6100-911.51-00	Kids Day	1,457	8,945	12,500	12,500	-	-	12,500	0%
296-6100-911.51-00	Way Finding	-	-	10,000	10,000	-	-	10,000	0%
296-6100-911.51-00	Build Institute Program/Entrepreneur	-	-	10,000	10,000	-	-	10,000	0%
296-6110-911.34-90	Farmer's Market Contractual Services	16,509	13,564	20,000	20,000	15,345	4,067	588	97%
296-6100-911.34-90	Building / Business Incentives	-	-	40,000	40,000	7,500	18,373	14,127	65%
296-6100-911.51-00	Covid Comeback Marketing	-	-	20,000	36,221	9,038	28,810	(1,627)	104%
296-6100-911.51-00	Other Community Development	4,479	798	-	-	-	-	-	-
Total Development		\$ 259,784	181,837	\$ 301,225	\$ 446,761	\$ 146,787	\$ 111,388	\$ 190,389	58%

Planning & Administration

296-6100-911.34-90	Pow Strategies	128,820	95,242	193,140	193,140	153,151	42,163	(2,174)	101%
296-6100-911.34-90	Communications Manager, Public Relations	30,064	40,680	40,000	40,000	3,900	1,537	34,563	14%
Total Directors Expenses		158,884	135,922	233,140	233,140	157,051	43,700	32,389	86%
various (comment)	Wages & Benefits	87	-	-	-	-	-	-	-
various (comment)	Other Office Expenses	9,277	7,585	13,536	16,726	12,010	569	4,147	75%
296-6100-911.34-90	Office Cleaning	-	975	900	900	470	890	(460)	151%
296-6100-911.44-10	Building Rental	10,935	10,830	9,000	9,000	8,123	-	877	90%
296-6100-911.61-90	Non-Capital Equipment (lighting, repairs)	-	-	18,600	23,026	4,426	1,000	17,600	24%
296-6100-911.68-90	Other Operating Expenses (utilities)	-	-	1,250	1,250	-	-	1,250	0%
296-6100-980.92-75	Transfer to Brownfield Redevelopment Authority	132,940	208,118	243,700	243,700	247,631	-	(3,931)	102%
296-6100-980.96-34	Facilities Fund-Bryant Library	-	-	-	37,500	37,500	-	-	100%
Total Planning & Administration		\$ 462,123	363,430	\$ 520,126	\$ 565,242	\$ 467,211	\$ 46,159	\$ 51,872	91%

Expenditures \$ 866,561 814,098 \$ 1,135,771 \$ 1,368,308 \$ 875,919 \$ 278,721 \$ 213,668 84%

Contractual Services
Community Promotions
Other Operating Expenses

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

FYE2022 BUDGET ADOPTION

Date Adopted:

Motioned by :

Seconded by:

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

WHEREAS: The EDDDA approved a 3-year budget for FYE2022-24 at the April 15, 2021, meeting to be submitted to the City of Dearborn City Council for approval and adoption; and

WHEREAS: The City of Dearborn approved and adopted the budget on June 15, 2021, as submitted by the EDDDA; so let it be

RESOLVED: That the EDDDA adopts the FYE2022-24 budget as adopted by City Council on June 15, 2021; and let it be

RESOLVED: That unexpended FYE 2021 appropriations shall be carried forward for completion of EDDDA activities initiated by June 30, 2021.

Yes:

No:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

FYE2022 BUDGET ADOPTION

Date Adopted:

Motioned by :

Seconded by:

- WHEREAS:** Section 28 of Public Act 197 of 1975 requires that the Directors of the West Dearborn Downtown Development Authority (WDDDA) prepare and submit an operating budget for the WDDDA each year; and
- WHEREAS:** The WDDDA approved a 3-year budget for FYE2022-24 at the April 15, 2021, meeting to be submitted to the City of Dearborn City Council for approval and adoption; and
- WHEREAS:** The City of Dearborn approved and adopted the budget on June 15, 2021, as submitted by the WDDDA; so let it be
- RESOLVED:** That the WDDDA adopts the FYE2022-24 budget as adopted by City Council on June 15, 2021; and let it be
- RESOLVED:** That unexpended FYE 2021 appropriations shall be carried forward for completion of WDDDA activities initiated by June 30, 2021.

Yes:

No:

Absent:

City of Dearborn
East Dearborn Downtown Development Authority Fund
Revenue and Fund Balance Trend

Prepared by Finance Department
As of June 15, 2021

	Actual 2018-2019	Actual 2019-2020	Amended Budget 2020-2021	Projected Budget 2020-2021	Proposed Budget 2021-2022	Proposed Budget 2022-2023	Proposed Budget 2023-2024
<u>Revenue</u>							
Property Taxes	\$ 807,995	\$ 815,148	\$ 843,600	\$ 843,600	\$ 866,600	\$ 883,900	\$ 901,600
Intergovernmental Revenue							
Federal Sources	(142,029)	-	-	-	-	-	-
State, Local Community Stabilization Authority	23,733	26,223	23,966	23,965	24,000	24,000	24,000
Interest on Investments	27,156	18,330	18,200	850	534	1,402	2,271
Private Source Contributions	41,850	7,849	46,000	5,000	90,000	100,000	100,000
Miscellaneous Revenue	-	6,350	17,205	7,000	34,909	34,909	34,909
Transfers In							
General Fund	-	8,710	-	-	-	-	-
General Fund, Sanitation Millage	11,794	2,600	22,620	22,620	37,620	37,620	37,620
Workers' Compensation	-	155	-	-	-	-	-
Total financing sources	770,499	885,365	971,591	903,035	1,053,663	1,081,831	1,100,400
<u>Expenditures</u>							
Personnel Services	543	5,069	2,200	2,200	-	-	-
Professional & Contractual Services	266,290	303,215	512,877	512,877	396,895	331,895	321,895
Sanitation Contractual Services	11,794	2,600	22,620	22,620	37,620	37,620	37,620
Utilities, Communications	281	1,200	1,141	1,141	1,107	1,107	1,107
R&M Services, Copiers	362	-	375	375	375	375	375
Building Rental	10,935	10,830	9,000	9,000	7,500	7,500	7,500
Supplies	20,812	18,440	35,337	34,650	60,175	39,350	39,350
Other Operating Expenses	197,829	120,220	396,534	394,144	281,715	250,546	225,672
Capital Improvements & Infrastructure (projects)	-	-	202,980	197,286	-	-	-
Transfers Out							
Brownfield Redevelopment Authority	464,099	448,590	456,900	456,900	457,000	457,000	457,000
Total financing uses	972,945	910,164	1,639,964	1,631,193	1,242,387	1,125,393	1,090,519
Estimated Financing Sources Over (Under) Uses	(202,446)	(24,799)	(668,373)	(728,158)	(188,724)	(43,562)	9,881
<u>Fund Balance</u>							
Beginning Balance	982,269	813,436	705,302	705,302	277,744	89,020	45,458
Prior Year Encumbrances & Advances	250,878	217,265	300,600	300,600	-	-	-
Encumbrances at Fiscal Year End	(217,265)	(300,600)	-	-	-	-	-
Ending Fund Balance	\$ 813,436	\$ 705,302	\$ 337,529	\$ 277,744	\$ 89,020	\$ 45,458	\$ 55,339

City of Dearborn
West Dearborn Downtown Development Authority Fund
Revenue and Fund Balance Trend

Prepared by Finance Department
As of June 15, 2021

	Actual 2018-2019	Actual 2019-2020	Amended Budget 2020-2021	Projected Budget 2020-2021	Proposed Budget 2021-2022	Proposed Budget 2022-2023	Proposed Budget 2023-2024
<u>Revenue</u>							
Property Taxes	\$ 819,275	\$ 1,018,201	\$ 1,132,100	\$ 1,132,100	\$ 1,163,220	\$ 1,185,920	\$ 1,209,120
Intergovernmental Revenue							
Federal Sources	1,424	607	1,500	1,500	1,500	1,500	1,500
State, Local Community Stabilization Authority	25,313	-	-	-	-	-	-
Interest on Investments	19,928	15,928	15,755	850	524	1,375	2,227
Private Source Contributions	48,348	16,659	52,500	15,000	51,500	51,500	51,500
Miscellaneous Revenue	25,059	13,810	27,500	25,000	24,000	24,000	24,000
Transfers In							
General Fund	11,993	15,380	9,185	4,380	9,185	9,185	9,185
General Fund, Sanitation Millage	25,920	19,620	25,920	30,720	25,920	25,920	25,920
Workers' Compensation	-	11	-	-	-	-	-
Total financing sources	977,260	1,100,216	1,264,460	1,209,550	1,275,849	1,299,400	1,323,452
<u>Expenditures</u>							
Personnel Services	88	-	-	-	-	-	-
Professional & Contractual Services	416,118	393,136	584,825	584,400	650,075	680,075	560,075
Sanitation Contractual Services	25,920	19,620	25,920	30,720	25,920	25,920	25,920
Utilities, Communications	225	1,694	4,330	4,330	4,297	4,297	4,297
R&M Services, Copiers	362	-	375	375	375	375	375
Building Rental	10,935	10,830	9,000	9,000	7,500	7,500	7,500
Supplies	9,001	1,175	60,437	50,437	75,450	75,450	75,450
Other Operating Expenses	270,974	179,524	402,221	400,221	309,233	287,741	287,851
Capital Improvements & Infrastructure (projects)	-	-	-	-	30,000	-	-
Transfers Out							
Brownfield Redevelopment Authority	132,940	208,118	243,700	243,700	252,400	252,400	252,400
Facilities	-	-	37,500	37,500	-	-	-
Total financing uses	866,563	814,097	1,368,308	1,360,683	1,355,250	1,333,758	1,213,868
Estimated Financing Sources Over (Under) Uses	110,697	286,119	(103,848)	(151,133)	(79,401)	(34,358)	109,584
<u>Fund Balance</u>							
Beginning Balance	517,491	717,795	945,533	945,533	953,206	873,805	839,447
Prior Year Encumbrances & Advances	190,032	100,425	158,806	158,806	-	-	-
Encumbrances at Fiscal Year End	(100,425)	(158,806)	-	-	-	-	-
Ending Fund Balance	\$ 717,795	\$ 945,533	\$ 1,000,491	\$ 953,206	\$ 873,805	\$ 839,447	\$ 949,031

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Appointment of Promotions Committee Co-Chair - EDDDA

Approved on :

Motioned by:

Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) appoint the committee members and chairpersons for the joint standing Downtown Dearborn Promotions Committee to lead community engagement in the events, marketing and promotions of Downtown Dearborn; and

WHEREAS: Appointments to the standing committees shall be made annually or as vacancies arise to best maintain the standing committees; and

WHEREAS: The former Chairperson, Sam Abbas, stepped down as Downtown Dearborn Promotions Chair to better focus on the WDDDA Board Chair position; and

WHEREAS: The Promotions Committee recommended Matthew Dietz and Julia Kapilango of the EDDDA to Co-Chair the Downtown Dearborn Promotions Committee; and

WHEREAS: The WDDDA and members in attendance from the EDDDA (no quorum obtained by EDDDA) discussed the need for balanced representation between EDDDA and WDDDA for the Promotions Committee Co-Chair position at the June 17, 2021, Joint DDDA Board meeting;

WHEREAS: The WDDDA tabled the action to the July 15, 2021, Joint DDDA Board meeting and recommended to have the Co-Chairs of Matthew Dietz for EDDDA and Jackie Lovejoy for WDDDA; so let it be

RESOLVED: That the EDDDA Board appoints Matthew Dietz of the EDDDA and Jackie Lovejoy of the WDDDA as Co-Chairs of the joint standing Downtown Dearborn Promotions Committee effective upon approval.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Appointment of Promotions Committee Chair - WDDDA

Approved on :

Motioned by:

Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) appoint the committee members and chairpersons for the joint standing Downtown Dearborn Promotions Committee to lead community engagement in the events, marketing and promotions of Downtown Dearborn; and

WHEREAS: Appointments to the standing committees shall be made annually or as vacancies arise to best maintain the standing committees; and

WHEREAS: The former Chairperson, Sam Abbas, stepped down as Downtown Dearborn Promotions Chair to better focus on the WDDDA Board Chair position; and

WHEREAS: The Promotions Committee recommended Matthew Dietz and Julia Kapilango of the EDDDA to Co-Chair the Downtown Dearborn Promotions Committee; and

WHEREAS: The WDDDA and members in attendance from the EDDDA (no quorum obtained by EDDDA) discussed the need for balanced representation between EDDDA and WDDDA for the Promotions Committee Co-Chair position at the June 17, 2021, Joint DDDA Board meeting;

WHEREAS: The WDDDA tabled the action to the July 15, 2021, Joint DDDA Board meeting and recommended to have the Co-Chairs of Matthew Dietz for EDDDA and Jackie Lovejoy for WDDDA; so let it be

RESOLVED: That the WDDDA Board appoints Matthew Dietz of the EDDDA and Jackie Lovejoy of the WDDDA as Co-Chairs of the joint standing Downtown Dearborn Promotions Committee effective upon approval.

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Office Remediation 2021 - EDDDA

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: Due to recent water damage at the Dearborn Downtown office located at The Connector in Artspace Building B, the East Dearborn Downtown Development Authority (EDDDA) and the West Dearborn Development Authority (WDDDA)

Board

of Directors recognize the importance of remediation of the space as quickly as possible; and

WHEREAS: The initial estimate from selected contractor, Servpro of Dearborn/Dearborn Heights, of almost \$5,000 is for steam and sanitizing the office and some drywall removal and repair; and

WHEREAS: There will be additional expenses to be incurred such as removal of all press board wooden cabinets, shelves, desks and a credenza; and loading up boxes of items to keep into storage; and

WHEREAS: Three computers were removed from the office due to water damage and three computer units will be ordered for the three work stations through the City of Dearborn, for a total cost of \$1500 per setup, for a total of \$4500; so let it be

RESOLVED: The EDDDA approves expenditures to Servpro up to \$10,000, to be split equally with WDDDA, expending up to \$5,000 from EDDDA Account #297-6100-911-34-90; and let it be

RESOLVED: The EDDDA approves expenditures up to \$4500 for the computer units, to be split equally with WDDDA, expending up to \$2250 from EDDDA Account #297-6100-911-61-90, Non-Capital Equipment; and let it be

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

Yes:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Office Remediation 2021 - WDDDA

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: Due to recent water damage at the Dearborn Downtown office located at The Connector in Artspace Building B, the East Dearborn Downtown Development Authority (EDDDA) and the West Dearborn Development Authority (WDDDA)

Board

of Directors recognize the importance of remediation of the space as quickly as possible; and

WHEREAS: The initial estimate from selected contractor, Servpro of Dearborn/Dearborn Heights, of almost \$5,000 is for steam and sanitizing the office and some drywall removal and repair; and

WHEREAS: There will be additional expenses to be incurred such as removal of all press board wooden cabinets, shelves, desks and a credenza; and loading up boxes of items to keep into storage; and

WHEREAS: Three computers were removed from the office due to water damage and three computer units will be ordered for the three work stations through the City of Dearborn, for a total cost of \$1500 per setup, for a total of \$4500; so let it be

RESOLVED: The WDDDA approves expenditures to Servpro up to \$10,000, to be split equally with EDDDA, expending up to \$5,000 from WDDDA Account #296-6100-911-34-90; and let it be

RESOLVED: The WDDDA approves expenditures up to \$4500 for the computer units, to be split equally with EDDDA, expending up to \$2250 from WDDDA Account #296-6100-911-61-90, Non-Capital Equipment; and let it be

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

Yes:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Comcast Annual Advertising 2021 - EDDDA

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and the West Dearborn Development Authority (WDDDA) Board of Directors recognize the importance of promoting the districts' events and shopping and dining districts via TV, cable and streaming services; and

WHEREAS: The EDDDA shall expend Tax Increment Financing (TIF) pursuant to the EDDDA Development and TIF Plan, Section (2) (e) B) District Marketing, Promotion, Recruitment, Support of Arts and Cultural Programs for programs that sustain and increase business activity within the district; and

WHEREAS: The Promotions Committee has reviewed and recommends to approve an annual Comcast advertising package so the message and brand of Downtown Dearborn runs majority of weeks annually to engage businesses, residents and visitors alike to the shops and businesses and events of Downtown Dearborn; so let it be

RESOLVED: The EDDDA approves expenditures up to \$20,000 for the Comcast annual advertising package, to be split equally with WDDDA, expending up to \$10,000 from from EDDDA Account #297-6100-911-51-00; furthermore, let it be

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA with Comcast, subject to review and approval by Corporation Counsel.

Yes:

No:

Abstain:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Comcast Annual Advertising 2021 - WDDDA

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The West Dearborn Downtown Development Authority (WDDDA) and the East Dearborn Development Authority (EDDDA) Board of Directors recognize the importance of promoting the districts' events and shopping and dining districts via TV, cable and streaming services; and

WHEREAS: The Promotions Committee has reviewed and recommends to approve an annual Comcast advertising package so the message and brand of Downtown Dearborn runs majority of weeks annually; to engage businesses, residents and visitors alike to the shops and businesses and events of Downtown Dearborn; so let it be

RESOLVED: The WDDDA approves expenditures up to \$20,000 for the Comcast annual advertising package, to be split equally with EDDDA, expending up to \$10,000 from from WDDDA Account #296-6100-911-51-00; furthermore, let it be

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA with Comcast, subject to review and approval by Corporation Counsel.

Yes:

No:

Abstain:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Bond Refinance/Refund of Dearborn Town Center Parking Deck 2021 - EDDDA

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The City of Dearborn Brownfield Redevelopment Authority (the “BRA”) has previously issued its Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2009A, dated as of November 10, 2009 (the “Prior Bonds”), for the purpose of paying the cost of acquiring and constructing a parking structure and related infrastructure improvements to facilitate the redevelopment of the Michigan Avenue/Schaefer Road Redevelopment Project (the “Project”), pursuant to the BRA’s Brownfield Plan #7 (the “Brownfield Plan”); and

WHEREAS: The EDDDA has previously pledged its tax increment revenues captured on the Project as security for repayment of the Prior Bonds; and

WHEREAS: The BRA has indicated that it intends to issue refunding bonds pursuant to Act 381, Public Acts of Michigan, 1996, as amended (“Act 381”) and Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), in an aggregate principal amount of not to exceed Eight Million Five Hundred Seventy Thousand Dollars (\$8,570,000) (the “Bonds”) for the purpose of paying all or part of the cost of refunding the Prior Bonds in order to achieve interest cost savings; and

WHEREAS: It is necessary for the EDDDA to reconfirm its pledge of its tax increment revenues to the BRA in amounts sufficient to pay the debt service on the Bonds.

WHEREAS: The EDDDA shall expend Tax Increment Financing (TIF) pursuant to the EDDDA Development and TIF Plan, Section (2) (e) D. 3) Public Facility Improvements, New Parking; and

RESOLVED:

1. The Authority hereby irrevocably pledges the tax increment revenues generated by the Project and attributable to non-school operating taxes to secure the Bonds to be issued by the BRA to refinance the Prior Bonds issued for the Project. The Authority

agrees to pay to the BRA from the Tax Increment Revenues received by the Authority the amounts necessary to pay principal of and interest on the Bonds as they come due in the event that other revenues are insufficient for any reason to meet such debt service obligations. The Authority further agrees that in the event the funds of the Authority are insufficient to pay the principal of and interest on any Bonds as they become due, and the BRA pays such sums from its own funds or from the funds of the City, the BRA or the City, as appropriate, shall be entitled to be reimbursed from special assessments or other revenues to the extent available and from Tax Increment Revenues of the Authority as the same are received.

2. The Authority hereby acknowledges that the Bonds will be issued by the BRA in reliance upon the irrevocable pledge of the Authority to pay to the BRA from the Tax Increment Revenues generated by the Eligible Property in the amounts necessary to pay the principal of and interest on the Bonds.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.
4. This Resolution shall be given immediate effect.

Yes:

No:

Abstain:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2021 Free Comic Book Day Sponsorship

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) recognizes hosting, creating and sponsoring special public and community events in East Dearborn Downtown as a means to reach the goals of increased traffic and commerce, which benefit its businesses and neighborhoods; and,

WHEREAS: The EDDDA shall expend Tax Increment Financing (TIF) pursuant to the EDDDA Development and TIF Plan, Section (2) (e) B) District Marketing, Promotion, Recruitment, Support of Arts and Cultural Programs for programs that sustain and increase business activity within the district; and

WHEREAS: Green Brain Comics has invited the EDDDA to be a sponsor of its Free Comic Book Day on August 14, 2021, which offers marketing opportunities for the EDDDA; therefore, be it

RESOLVED: The EDDDA approves an amount not to exceed \$1,000.00 from the Community Promotions General Marketing budget account #297-6100-911-51-00 in support of Green Brain Comics' Free Comic Book Day to be held August 14, 2021; and further be it

RESOLVED: The money provided by the EDDDA will be used to promote the EDDDA and the EDDDA will be listed as a sponsor in all materials.

Yes:

No:

Abstained:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Reimbursement For Tent & Table 2021- EDDDA

Date Adopted:

Moved by:

Seconded by:

WHEREAS: The EDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District to bring visitors to the District and promote a diverse culture; and

WHEREAS: The EDDDA shall expend Tax Increment Financing (TIF) pursuant to the EDDDA Development and TIF Plan, Section (2) (e) B) District Marketing, Promotion, Recruitment, Support of Arts and Cultural Programs for programs that sustain and increase business activity within the district; and

WHEREAS: The EDDDA needed a table and tent for events held in the EDDDA; and

WHEREAS: Jean Smith, Events Manager of POW! Strategies, Inc. purchased the tent and table for the events at a cost of \$119.67; therefore, let it be

RESOLVED: That the EDDDA obligates to reimburse Jean Smith from the Community Promotions Budget #297-6100-911-51-00 for \$119.67 for the tent and table.

Yes:

No:

Abstained:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Purchasing Policy- WDDDA

Tabled on :

Motioned by:

Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) have been working with the City of Dearborn Purchasing, Economic and Community Development, Accounting and Legal Departments towards a comprehensive Purchasing Policy for the Dearborn Downtown Development Authorities to improve management efficiencies, project implementation and Board processes and oversight; and

WHEREAS: The Purchasing Policy defines all purchasing authorizations and processes for the WDDDA and EDDDA, including purchasing requirements, authorizations, solicitation, procurement process, local advantage, emergency purchases, and change order to contracts; and

WHEREAS: The Purchasing Policy defines an authorization threshold for purchases of \$10,000 and above to be approved by the WDDDA Board; and

WHEREAS: Budgeted purchases below \$10,000 shall be made by the Manager of the DDDAs without additional board approval following the Purchasing Policy; and

WHEREAS: The monthly financial report provided by the DDDA accountant and treasurer shall include a list of all monthly expenditures; so let it be

RESOLVED: That the WDDDA Board adopts the Purchasing Policy as presented at its July 15, 2021, Joint DDDA Board meeting, subject to review by corporation counsel, and shall take immediate effect upon approval.

Yes:

No:

Abstained:



EAST & WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITIES (DDDA's)



Purchasing Policy

July 2021

In the course of performing the regular business of the East & West Dearborn Downtown Development Authorities (DDDA's), an undefined purchasing policy results in unnecessary project implementation delays, lengthy Board meetings, redundancy with multiple resolution amendments for projects and programs and management efficiency. It has negatively impacted Board meetings and keeps the Boards from focusing on the big picture and strategies of redeveloping the downtowns when having to approve every purchase no matter what size of purchase.

In the interest of expediting many of the minor purchasing decisions that arise in the course of mobilizing the programs and projects of the DDDAs' approved annual budgets, transformational strategies and economic development marketing strategy, this policy shall provide the policies and procedures necessary for the conduct of purchasing activities of the DDDAs and establish Board approved limits of authority for the Manager of the DDDAs. The policy below mirrors the City of Dearborn's Purchasing Policy for ease of implementation between the DDDAs and the City of Dearborn, financial management, and in accordance with Public Act 57 and the Uniform Administrative Requirements for Federal awards (2 CFR Part 200). It also ensures the fair and equitable treatment of all persons who deal with the procurement system and fosters effective broad-based competition within the free enterprise system.

The DDDAs shall follow the City of Dearborn's Purchasing and Disposition of Goods and Services Policy, Sec. 2-566. – 2-575, except as specifically authorized below:

PURCHASING REQUIREMENTS & AUTHORIZATION

- a) All purchases of budgeted materials, supplies or services in amount of less than three thousand dollars (\$3,000) may be made without competitive bids or quotes upon approval of the Manager of the DDDAs, however, every effort must be made to obtain three vendor quotes and the best price and quality product or service. The Manager of the DDDAs shall be authorized to execute contracts, subject to the review and approval of the City of Dearborn Corporation Counsel.
- b) All purchases of budgeted materials, supplies or services in an amount of more than three thousand dollars (\$3,000.00) but less than ten thousand dollars (\$10,000) shall be competitively bid and the Manager of the DDDAs shall be authorized to execute contracts, subject to the review and approval of the City of Dearborn Corporation Counsel.
- c) All purchases of budgeted materials, supplies or services in an amount of more than ten thousand dollars (\$10,000.00) shall be competitively bid and submitted to the DDA Board of Directors for approval.
- d) All Open Door Dearborn Grants shall be approved by the DDA Board of Directors.

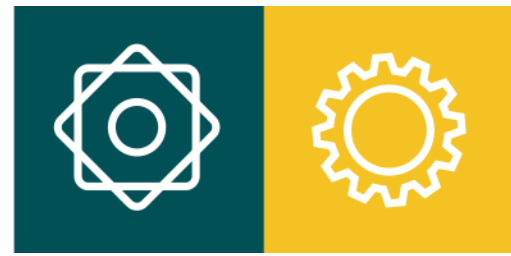
- e) All purchases of unbudgeted materials, supplies or services may be made by the Manager of the DDDAs upon approval of the DDA Board of Directors and following the DDDA purchasing policy and the City of Dearborn budget approval process for the DDDAs.
- f) DDDA Board approval not required for: merchandise for resale, parcel/postage services, utilities, and revenue contracts.
- g) Procurements shall not be artificially divided to avoid the purchasing thresholds.
- h) The lowest bid selection may not always be the best bid or quote. Quality of products and services may be selected in lieu of the lowest bid to provide the best overall value. Some of the factors considered when determining the "best overall value" are, but not limited to:

i) Price	v) Availability
ii) Quality	vi) Past Performance with the DDDAs
iii) Warranty	vii) References
iv) Service	viii) Experience

- i) The DDDAs reserve the right at any time to accept, reject or modify all or portions of competitive bids or quotes or to select a vendor other than the vendor providing the lowest bid, quote or price when it deems it would otherwise be in the best interests of the DDDAs.
- j) The competitive bidding or quotation requirements of this policy may be waived by majority vote of the DDDAs where there is a sole supplier, competition exemption, a specific type or brand of supply or part necessary for acceptable operations of the DDDAs or other conditions exist which inhibit the bidding or quotation process.
- k) Trainings, workshops and educational opportunities on Board development and downtown economic development shall be provided to Board members and DDDA committee members. Board members shall have the right of first refusal.

SOLICITATION

- a) Notification of competitive bids over three thousand dollars (\$3,000) shall be published on the City of Dearborn Purchasing Department's online solicitation system, except for solicitation for artists or art installations shall be published on three art organization websites and/or publications.
- b) The Downtown Dearborn website shall have a link to the online solicitation system to provide better access to bid opportunities with the DDDAs.
- c) The DDDAs will market or advertise purchasing opportunities on its social media and e-communications mediums on a regular basis.
- d) All DDDA procurements shall be obtained through the defined methods in the City of Dearborn's Purchasing Policy, Section 2-568.
- e) For purchases under three thousand dollars (\$3,000), if three (3) vendor quotes cannot be secured, a written explanation shall be notated in the requisition.
- f) In the event no bids are received after two solicitation attempts or all bids are rejected, the DDDAs may, after stating the reasons therefore, direct the Manager of the DDDAs to make the purchase in the open market without bids.



- g) At the request of the Manager of the DDDAs, and with the approval of corporation counsel, the mayor and the DDDA chair, an alternative procurement method may be applied.

PROCUREMENT PROCESS

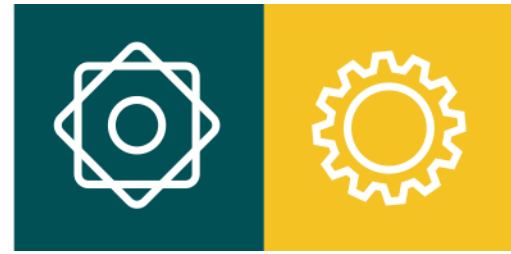
- a) A Requisition shall be entered into the City of Dearborn's Finance software by the DDDA Operations Manager
- b) If a budgeted purchase under \$3,000, the Manager of the DDDAs or Executive Management Team shall solicit quotes from vendors and the Manager of the DDDAs shall execute a contract for services to be rendered to submit to the City of Dearborn Purchasing Department for issuance of a Purchase Order.
- c) If over \$3,000, the Executive Management Team will prepare in coordination with the City of Dearborn Purchasing Department a solicitation for bids or proposals to be solicited on the City's online purchasing solicitation system. Selection process will follow the City of Dearborn's Purchasing Policy or as otherwise authorized in the DDDA Purchasing Policy. A Purchase Order will be issued by the City of Dearborn upon review of Corporation Counsel and the awardee providing all necessary insurance or documentation as required in the bid or proposal.

LOCAL ADVANTAGE

- a) Dearborn-based business means a physical and economic relationship to Dearborn determined by a verifiable business address (not a P.O. Box) within the corporate boundaries of the City of Dearborn, activities carried out in Dearborn substantial enough to consider it a Dearborn-based business, and the payment of city personal property taxes for not less than one year immediately prior to the date of the bid submittal.
- b) The DDDAs will make every effort to purchase from businesses located within Dearborn if the purchase fits into the category of "best overall value." It must be noted that the DDDAs has a responsibility to the taxpayers of the district to ensure that bids are awarded to vendors offering their products or services at the "best overall value" to the district.
- c) The DDDAs will follow the City of Dearborn's Purchasing Ordinance Sec. 2-568A. - Preference for local bidders/Dearborn-based businesses.
- d) The DDDA will follow the Uniform Administrative Requirements (2 CFR Part 200.321) of taking all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible for purchases related to a Federal award or project.

EMERGENCY PROCUREMENTS

- a) With the mutual concurrence of the City of Dearborn Purchasing Department Director, a purchase may be made to alleviate a situation in which there is a threat to health, welfare, or safety, or to address an immediate regulatory mandate that does not allow time for normal, competitive purchasing procedures. This method may not follow required purchasing methods as previously described due to the immediate need.



- b) Regardless of the cost of the procurement, notice from the purchasing division and Manager of the DDDAs will be provided to the DDDA in advance of the procurement whenever possible.
- c) Procurements exceeding DDDA threshold will be presented at the next regular DDDA meeting.

CHANGE ORDERS TO EXISTING CONTRACTS

- a) DDDA Board approval shall be required when a new contract total value on an existing contract exceeds the DDDA approval threshold of \$10,000; or
- b) When the change order or combination of change orders exceeds DDDA threshold of \$10,000 or 50 percent of the original contract amount, whichever is lower.

CONFLICT OF INTEREST

All members of selection teams, DDDA Board members or in other decision-making processes must disclose any conflict of interest as stated in Chapter 3, Standards of Conduct, of the City Charter. In addition, no person or entity, or anyone who has financial ties, direct or indirect, to such a person or entity, who participates significantly in the development of specifications may compete. Per DDDA bylaws, such declaration shall be made before discussion begins on the item at a Board meeting, and the declarant shall be recused from the meeting while the item is being discussed and voted upon. Any Board member is permitted to inquire about potential conflicts that may exist among other members.



DDDA PURCHASING EXAMPLES



FY20 SUMMARY OF TRANSACTIONS

QTY of Transactions 98

Average Value \$11,105

QTY > \$14,400 12

QTY < \$14,400 86

EXAMPLES OF PURCHASES

Typical Purchases Under \$3,000 (Quotes Only)

Printing of posters and postcards that usually range

Membership Fees (MDA and NMSC)

Event Supplies and Equipment

Event Entertainment

Standard Website Hosting and Maintenance

Signage for Events

Office Supplies

Small Event Ads (Local Newspapers)

Cleaning Services

Typical Purchases Over \$3,000, But Under \$10,000 (Competitive Bids Required)

Insurance

Medium Event Ads (Billboards, Comcast or Radio)

Henry Ford Ad Program

Water Meter Services

Streetscape Materials

Streetpole Banners

Photography – Bundled for Year

Artists or Entertainers

Small Professional Service Contracts

Typical Purchases Over \$10,000 (Board Approval)

Landscape/Maintenance Contract

Architectural Services

Streetscape Improvements

Holiday Décor

Metromode

Large Events Ads (Comcast or Radio)

Branding or Other Large Professional Service Contracts

Communications/PR

Executive Management Team

Open Door Dearborn Grants

Capital Improvement Projects

*If a project or program isn't budgeted for, the program/project and purchases related to those programs/projects must come before the DDDAs. The Boards may transfer funds to that project from another line item if available. If not available, the budget will need to be amended and approved by Council.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Pledge of Commitment- WDDDA

Tabled on :

Motioned by:

Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) have been working on policies and procedures that will outline the expectations and demands of being an active and engaged board member for the Dearborn Downtown Development Authorities (DDDA); and

WHEREAS: The Pledge of Commitment defines the roles, responsibilities and expectations of conduct for WDDDA Board members; therefore, let it be

RESOLVED: That the WDDDA Board hereby adopts the Pledge of Commitment, subject to review and approval by Corporation Counsel and shall take immediate effect; furthermore, let it be

RESOLVED: All current board members shall accept and sign the Pledge of Commitment or be subject to removal from the WDDDA Board of Directors.

Yes:

No:

Abstained:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Social District Program Amenities Amendment IIII - 2020- WDDDA

Date Adopted:
Motioned by:
Seconded by:

- WHEREAS:** Michigan Public Act 124 of 2020, Social Districts, was signed into law on July 1, 2020, enabling Michigan municipalities to establish Social Districts that allow for “common areas” where two or more contiguous licensed establishments (bars, distilleries, breweries, restaurants and tasting rooms) could sell alcoholic beverages in special designated plastic cups to be taken into the area for consumption;
- WHEREAS:** The WDDDA goal is to establish areas of increased customer traffic and sales at established businesses with unique attractions; and
- WHEREAS:** The West Dearborn Downtown Development Authority (WDDDA) wishes to establish a Social District as presented, following the guidelines provided by the State of Michigan; and
- WHEREAS:** Businesses who participate in the Social District are required to apply for a license through the State of Michigan Liquor License Commission with approval from the City of Dearborn, as well as name the City of Dearborn as an additional insured on their insurance policies and provide proof of coverage; and
- WHEREAS:** The participating businesses will need to pay \$250 application fee to the State of Michigan and must follow all the outlined guidelines and directives from the State of Michigan, City of Dearborn and the WDDDA, for participating in a Social District; therefore, let it be
- WHEREAS:** The WDDDA Board authorized the Social District Plan and the designation of the Social District(s) be presented to the City of Dearborn City Council for approval at the August 20, 2020 Joint DDAs Board meeting; and
- WHEREAS:** The WDDDA Board approved on November 19, 2020, to authorize the Executive Committee to expend up to \$25,000 to obtain the structures, heat, electrical and furnishings, contingent that it is considered an exigency purchase that follows the purchasing ordinance for emergency purchases for the Social District, coming from account # 296-6100-911-51-00; and
- WHEREAS:** The City of Dearborn City Council approved the Social District pilot project through September 30, 2021, at its February 9, 2021, meeting; and
- WHEREAS:** Additional amenities and services will need to be acquired to maintain the Social District pilot project; so let it be
- RESOLVED:** The WDDDA Board authorizes the expenditure of an additional \$65,000 for the amenities and services listed below from accounts # 296-6100-911-51-00 and #296-6100-911-34-90; and let it be

RESOLVED: The WDDDA Board authorizes the Manager of the DDDAs to execute necessary contracts in conjunction with the Social District program, subject to the review and approval of Corporation Counsel.

Service Provider	Item	WDDDA Cost	Account
Beshara	Signage: 92 - 12 x 18 pole signs at \$7/ea. (directional/rules & code of conduct/enter/exit)	Approved \$700; Add an additional \$1150	51-00
Beshara	posters (qty. 100)	\$100	51-00
Malko Media	Signage: 34 - at \$25/ea. (social district signage for a-frames)	\$850	51-00
POW! Strategies, Inc.	Patio heaters (qty. 2)	\$334	51-00
<i>See below:</i>	<i>Entertainment (14 weeks) - at Wagner Place</i>	<i>\$14,000</i>	<i>51-00</i>
Steven Taylor	6/4/21 - entertainment (7-9pm)	\$125	51-00
AJ Lynn (Amy Loskowski)	6/11/21, 7/23/21, 8/13/21, 8/14/21, 8/27/21, - entertainment (7-9pm)	\$625	51-00
Dearborn School of Music	7/16/21, 8/6/21, 9/3/21- entertainment (7-9pm)	\$300	51-00
Visual Ronin	7/30/21, 8/20/21 - entertainment (7-9pm)	\$200	51-00
City of Dearborn	Sanitation services (April-September 30) \$3355/weekly - \$80,520	0	n/a
Fairlane Grounds	Twice Daily Additional Litter Service (April - September)	\$30,000	34-90
TBD	Security (4-weeks)	\$5000	51-00
TBD	Decor	\$10,000	51-00
TBD	Marketing/Advertising/Design	\$10,000	51-00
Home Depot/Omnia Partners	Adirondack Chairs (80) (est. \$160.10 per chair) \$12,808 Previously Approved \$2466	Additional \$10,342 \$2466 Previously	51-00

	through Welcome Back Campaign (equals 15 chairs)	Approved	
The Cup Store	cups (qty. 10K)	\$2,500	51-00

Yes:

No:

Abstained:

Absent:



WEST DEARBORN DDA BOARD OF DIRECTORS PLEDGE OF COMMITMENT

- Attend and actively participate in the monthly joint meetings and any special meetings of the East and West Dearborn DDA Board of Directors.
 - Attendance Policy (Article II. Section 9 of WDDDA Bylaws @2008*): Pursuant to notice and after having been given an opportunity to be heard, a member of the board may be removed for cause for having four (4) absences or absent for more than one-third (33.33%) of all regularly scheduled DDA Board meetings in one calendar year.
 - Excused absences are defined as, but not limited to, illness, family or business emergency, and a minimum notice of 24-hours for all other non-emergency scheduled absences. Board members may request a waiver for an absence.
- Review and understand DDA Board of Director meeting materials provided to you, and the services and programs of the DDA in general.
- Serve on one (1) committee or sub-committee of the DDA either as a committee chair or committee member. Sub-committee meetings will vary based on the committee, but expectations are to meet in between the monthly board meetings to work on the issues and projects of the committee and prepare for presentation at board meetings.
- Attend and support most DDA events, DDA business events and third-party events in the downtown as a representative of the DDA.
- Proudly identify yourself as a DDA Board of Director in public settings, business visits, etc.
- Work in a collaborative and supportive fashion with fellow Board members, staff and City.
- Uphold the memorandum of understanding between the East and West Dearborn DDAs.
- Actively promote the DDA in a positive light.
- As a representative of the DDA, act in the best interest of the Downtown Development Authority at all times and represent the decisions or positions of the Board of Directors in a supportive, objective and informative manner.
- If asked by businesses or the general public about issues pertinent to the DDA, listen attentively, and respond in a constructive and objective manner that presents the DDA's options without bias. If you feel you are unable to do this or not knowledgeable enough about the topic, inform the person that the DDA Executive Manager will be in contact to further explain or assist them, and then notify the Executive Manager of this conversation.
- All media interviews or requests for information must be directed to the DDA Executive Manager. No board member or committee member may speak with the media on behalf of the DDA without consulting with the DDA Executive Manager for coordination and best messaging.
- The City Council may remove a Director from office for cause including, but not limited to, inefficiency, neglect of duty, misconduct, or malfeasance. (Article II. Section 3. WDDDA Bylaws @2008*)



WEST DEARBORN DDA BOARD OF DIRECTORS PLEDGE OF COMMITMENT

- A Board member who has a direct personal and/or financial interest in any matter before the Authority must disclose his or her interest prior to the Authority taking any action with respect to the matter, and such disclosure shall become a part of the record of the Authority's official proceedings. Such declaration shall be made before discussion begins on the item, and the declarant shall be recused from the meeting while the item is being discussed and voted upon. Any Board member is permitted to inquire about potential conflicts that may exist among other members. (Article II. Section 4. WDDDA Bylaws @2008*)

- Other Meeting Requirements:
 - New Board members must attend the New Board Member training held annually.
 - All Board members must attend one training provided by Michigan Main Street, National Main Street Center or the Michigan Downtown Association annually.
 - All Board members must attend the annual planning meeting of the DDA Board of Directors held one time per year...
 - Attend one National Main Street Conference within your tenure.
 - Network with local merchants on a regular basis.
 - Visit one local business you have not met yet on a monthly basis on behalf of the DDA.

I, _____(name), a West Dearborn DDA Board of Director, have read the above responsibilities of a DDA Board of Director and hereby pledge my commitment today, _____(date), and for the duration of my term.

**= Or as WDDDA Bylaws are amended.*



Reaching your audience first

WITH THE BEST OF DIGITAL AND THE POWER OF TV

JUNE 2021
JAMIE KING
JAMIE_KING@COMCAST.COM
248-275-8683



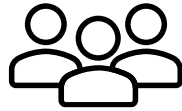
Audience First

HOW WE WORK



FIND

Our rich data and consumer insights help to **FIND** your optimal audience across all screens



TARGET

We **TARGET** your audience with a strategic campaign across the screens and sites in the specific geographies that matter



REPORT

We **REPORT** transparent, easy-to-read campaign metrics to inform and optimize campaign effectiveness



PROVE

We **PROVE** the impact your Effectv campaign had on your business

SO WHAT DEVICES ARE CONSUMERS USING?

*Audiences used to watch HGTV's Property Brothers on TV only...
Now they watch all these ways:*



Adults 25-54

HOW PEOPLE WATCH CONTENT

Percentage of Time Viewing Video Content

49% Live
(A25-54 total time spent)



51% STREAMING, CONNECTED
TVs, & ON-DEMAND
(A25-54)

Streaming on
PC & Mobile



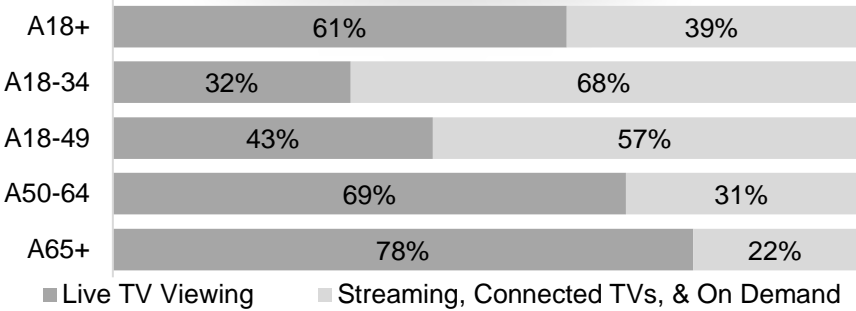
Video On
Demand



Streaming TV
Devices &
Platforms



Time Spent by Platform and Age



Source: Nielsen Total Audience Report Nov 2020 (Q2 2020)



Target Your Audience

WHERE WE ACTIVATE

TV Everywhere, bringing together TV, digital and Set Top Box VOD programming into one premium opportunity. You can reach viewers as they watch their favorite programs on their computers, phones, tablets, and connected TV devices. It extends Comcast's audience reach beyond Xfinity cable subscribers to include cord cutters, cord stackers and cord nevers.

SUBSCRIBERS, First Party Data

Set Top Box Video On Demand

Authenticated TV Everywhere = Streaming Through Cable Network Apps/Sites

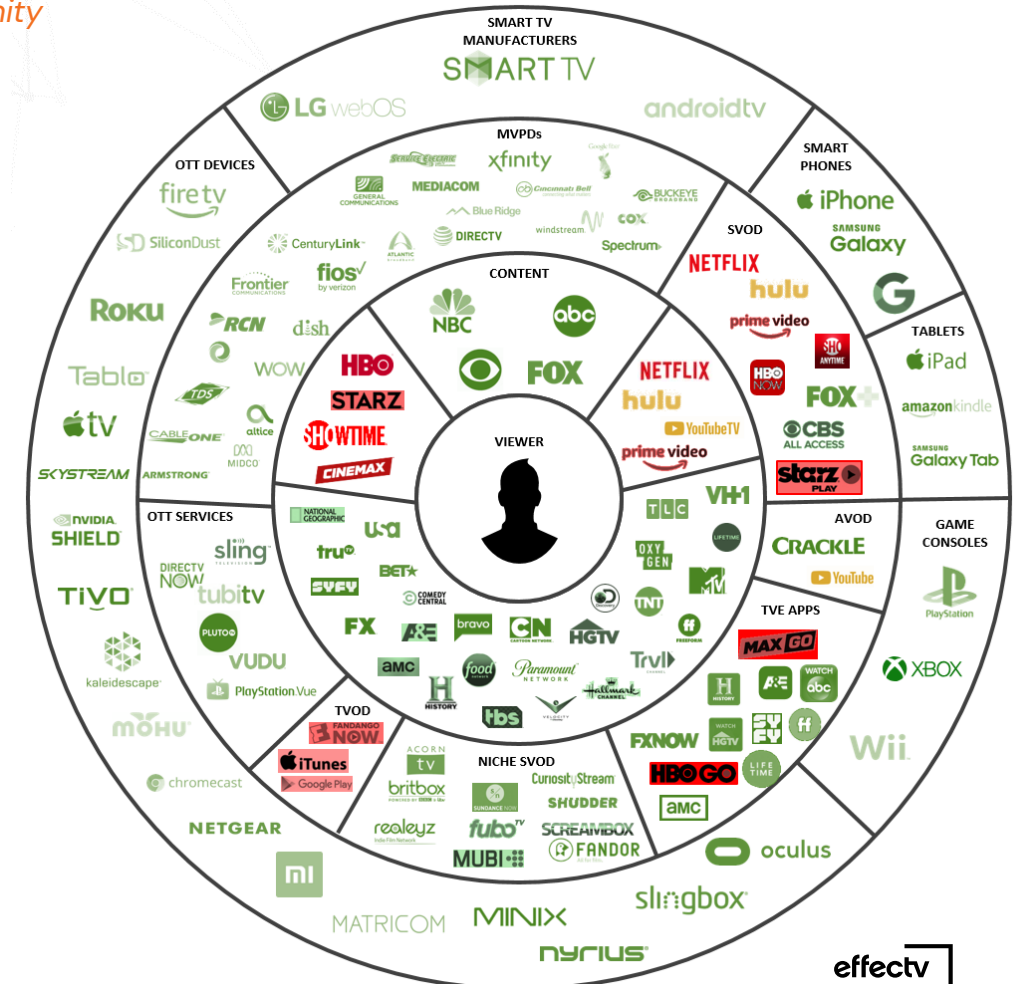
CORD STACKERS, CUTTERS, NEVERS

TV Everywhere – Streaming CBS, FOX News, ABC, WE, AMC, etc...

OTT – Ad Supported Video Platforms/On Demand – Sling, DIRECTV NOW, Sony Crackle, tubitv, Roku Channel, etc....

KEY

- = Ad Supported by Comcast
- = Not Ad Supported by Comcast
- = Not Ad Supported AT ALL



GEOGRAPHIC FLEXIBILITY & SCALABILITY

Advertisers can deliver their message to specific zip code clusters we call “zones”

Dearborn Xfinity

Dearborn	48120
Dearborn	48124
Dearborn Heights	48125
Dearborn	48126
Dearborn Heights	48127
Dearborn	48128

Downriver-Dearborn

WOW

Allen Park	48101
Dearborn	48120
Melvindale	48122
Dearborn	48124
Dearborn Heights	48125
Dearborn	48126
Dearborn Heights	48127
Dearborn	48128
Grosse Ile	48138
Lincoln Park	48146
Rockwood	48173
Taylor	48180
Trenton	48183
Riverview	48193
Southgate	48195

Taylor Xfinity

Allen Park	48101
Melvindale	48122
Flat Rock	48134
Garden City	48135
Grosse Ile	48138
Inkster	48141
Lincoln Park	48146
New Boston	48164
Rockwood	48173
South Rockwood	48179
Taylor	48180
Trenton	48183
Whittaker	48190
Willis	48191
Riverview	48193
Southgate	48195
River Rouge	48218
Ecorse	48229

Livonia Spectrum

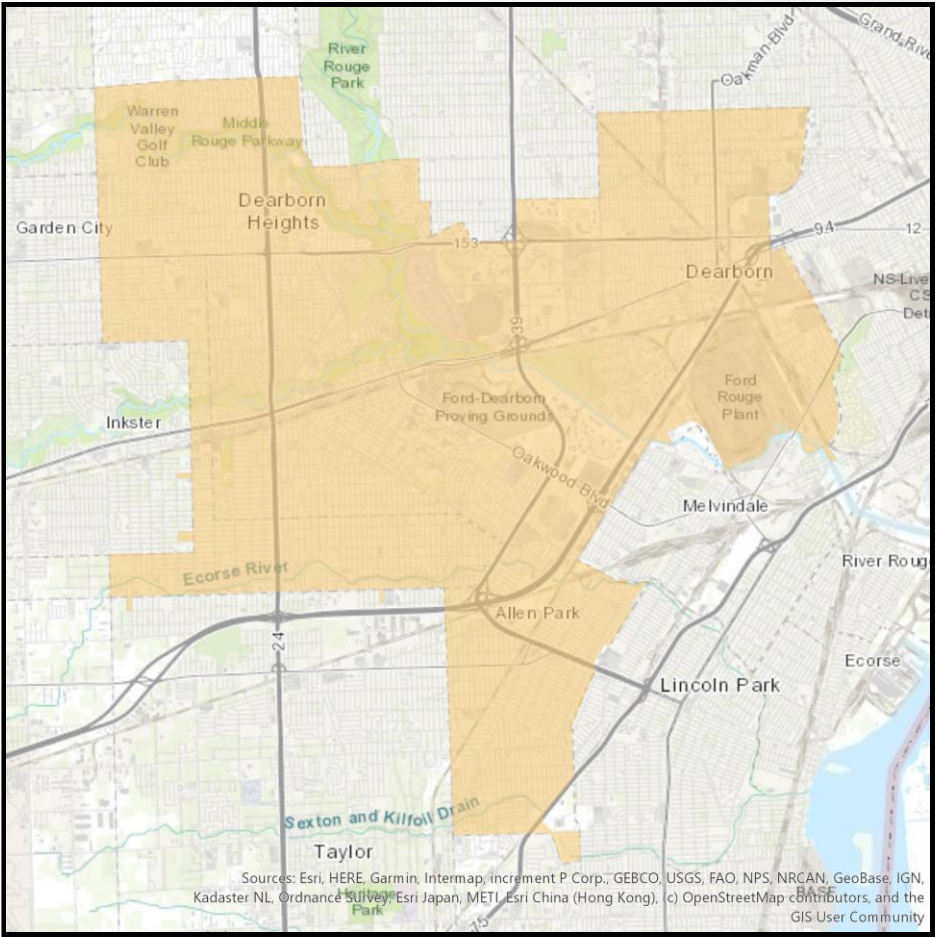
Livonia	48150
Livonia	48151
Livonia	48152
Livonia	48153
Livonia	48154
Redford	48239
Redford	48240
Farmington	48331
Farmington	48332
Farmington	48333
Farmington	48334
Farmington	48335
Farmington	48336
Novi	48374
Novi	48375
Novi	48376
Novi	48377

Western Wayne Co

WOW

Garden City	48135
Livonia	48150
Livonia	48152
Livonia	48154
Northville	48167
Northville	48168
Plymouth	48170
Wayne	48184
Westland	48185
Westland	48186
Canton	48187
Canton	48188
Redford	48239
Redford	48240

DEARBORN



Demographic Profile

Age Groups	
Persons 17 and under	26.2%
Adults 18-34	22.8%
Adults 35-54	24.9%
Adults 55+	26.1%
Education	
Attended College+	57.0%
Marital Status	
Single (Never Married)	32.0%
Married	50.1%
Divorced/Separated/Widowed	17.8%
Household Income	
\$30,000-\$49,999	18.7%
\$50,000-\$74,999	18.0%
\$75,000-\$99,999	13.3%
\$100,000+	22.0%
Housing Units & Family Type	
% Owner Occupied Units	65.8%
% of HH with Children	34.7%
Race	
White	89.3%
Asian	1.9%
Black/African American	4.7%
Other	4.1%
Ethnicity	
Hispanic	4.5%

Communities Served

- Allen Park
- Dearborn
- Dearborn Heights

Source: Non-Exclusive Effectv ad zone generated by ESRI. 2018 American Community Survey, United States Census Bureau; aggregated to non-exclusive Effectv ad zones. Generated by ESRI for Media. Note: Marital Status Base = Adults 15+, Education Base = Adults 25+. Percentages may not add to 100% due to rounding.

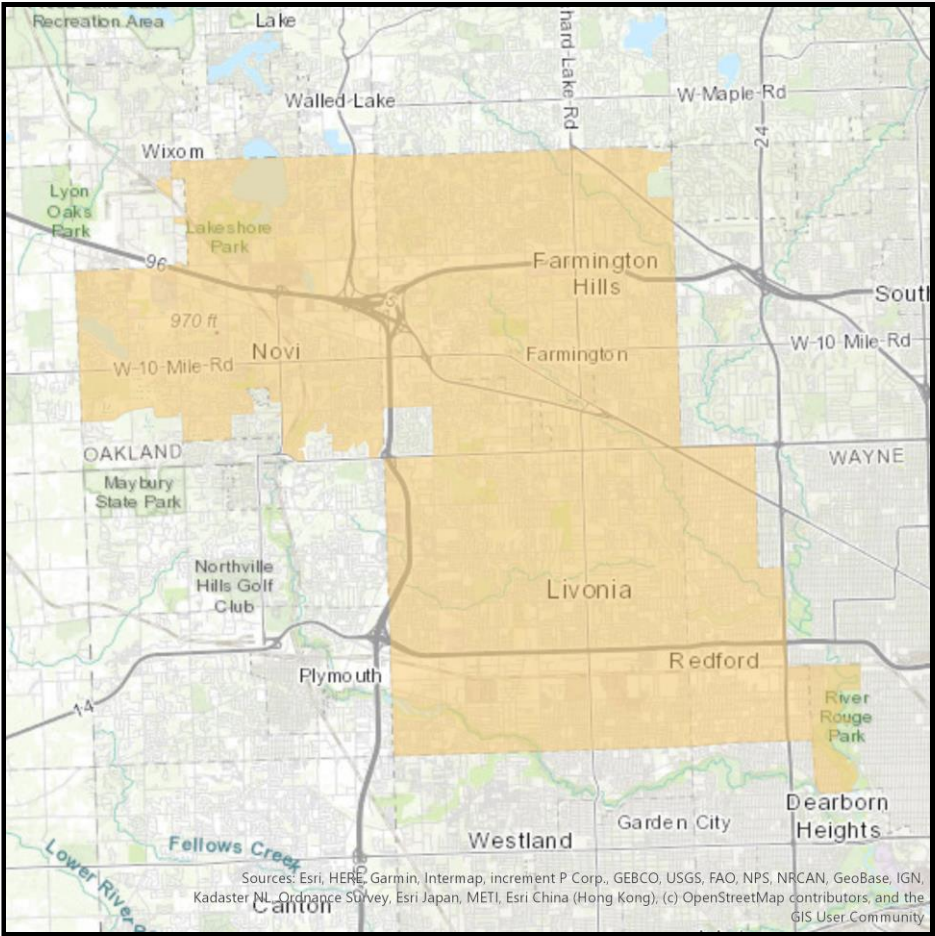
Hispanic 7.1%









• Allen Park	• Flat Rock	• Melvindale	• Rockwood	• Taylor
• Belleville	• Garden City	• Milan	• Romulus	• Trenton
• Carleton	• Grosse Ile	• New Boston	• Saline	• Whittaker
• Detroit	• Inkster	• River Rouge	• South Rockwood	• Willis
• Ecorse	• Lincoln Park	• Riverview	• Southgate	• Ypsilanti



LIVONIA



Demographic Profile

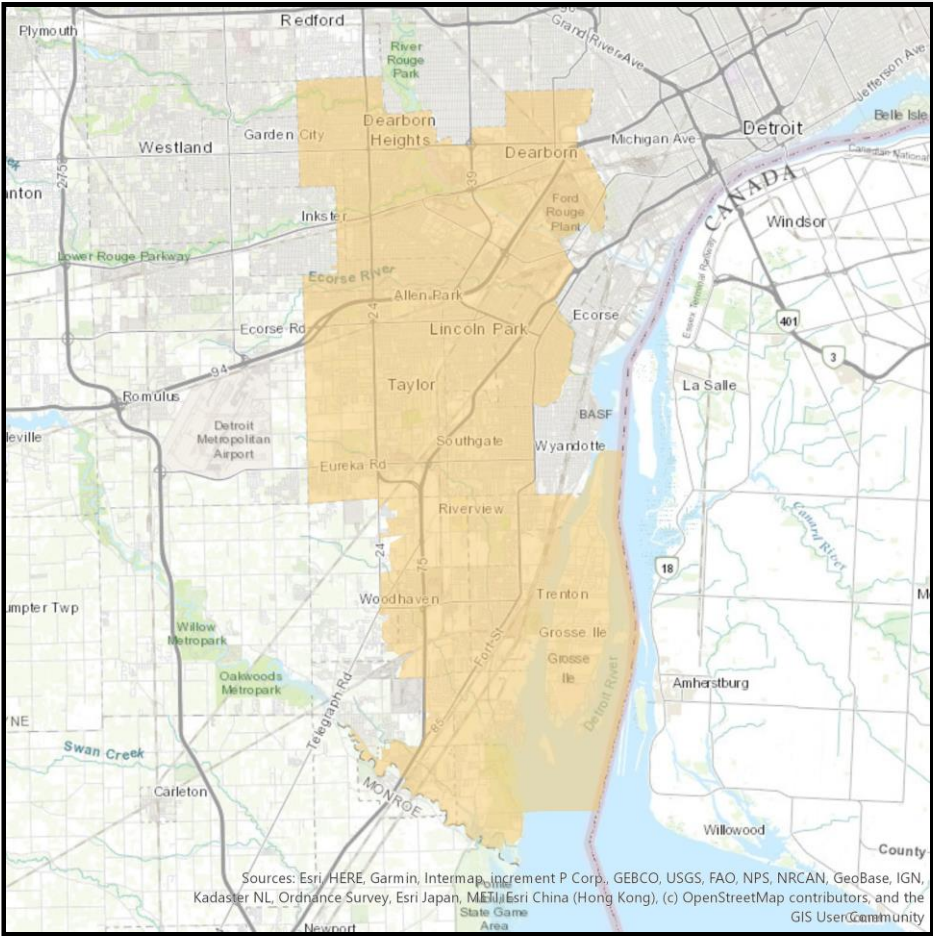
	Age Groups	
	Persons 17 and under	20.8%
	Adults 18-34	20.8%
	Adults 35-54	26.9%
	Education	
	Attended College+	73.8%
	Marital Status	
	Single (Never Married)	29.2%
	Married	53.1%
	Household Income	
	Divorced/Separated/Widowed	17.7%
	\$30,000-\$49,999	15.5%
	\$50,000-\$74,999	17.9%
	Housing Units & Family Type	
	\$75,000-\$99,999	14.3%
	\$100,000+	35.4%
	Race	
	% Owner Occupied Units	67.9%
	% of HH with Children	28.6%
	White	70.3%
	Ethnicity	
	Asian	9.9%
	Black/African American	16.6%
	Other	3.2%
	Hispanic	2.9%

Communities Served

- Farmington
- Livonia
- Novi
- Redford

Source: Non-Exclusive Effectv ad zone generated by ESRI. 2018 American Community Survey, United States Census Bureau; aggregated to non-exclusive Effectv ad zones. Generated by ESRI for Media. Note: Marital Status Base = Adults 15+, Education Base = Adults 25+. Percentages may not add to 100% due to rounding.

DOWNRIVER-DEARBORN MI WOW



Demographic Profile

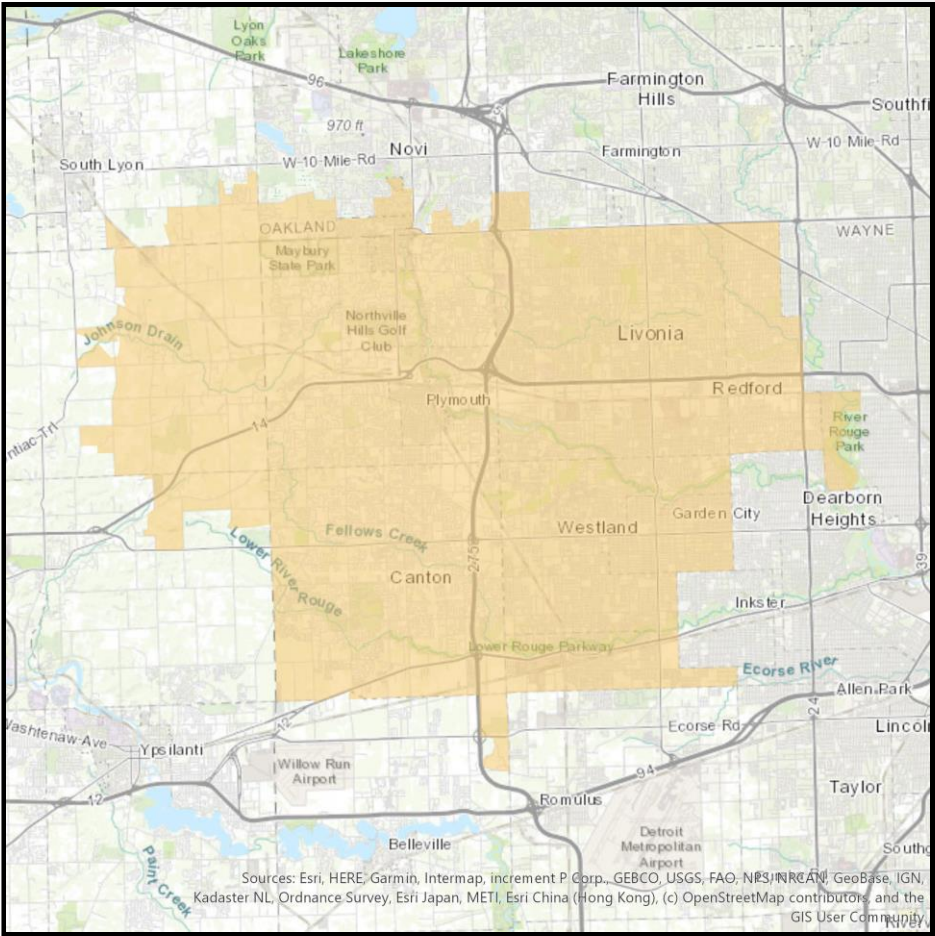
Age Groups	
Persons 17 and under	23.9%
Adults 18-34	22.1%
Adults 35-54	25.4%
Adults 55+	28.7%
Education	
Attended College+	54.4%
Marital Status	
Single (Never Married)	31.7%
Married	47.7%
Divorced/Separated/Widowed	20.6%
Household Income	
\$30,000-\$49,999	19.1%
\$50,000-\$74,999	19.3%
\$75,000-\$99,999	13.3%
\$100,000+	21.1%
Housing Units & Family Type	
% Owner Occupied Units	64.7%
% of HH with Children	31.0%
Race	
White	85.6%
Asian	2.1%
Black/African American	7.4%
Other	5.0%
Ethnicity	
Hispanic	7.0%

Communities Served

- Allen Park
 - Dearborn
 - Dearborn Heights
- Grosse Ile
 - Lincoln Park
 - Melvindale
- Riverview
 - Rockwood
 - Southgate
- Taylor
 - Trenton

Source: Non-Exclusive Effectv ad zone generated by ESRI. 2017 American Community Survey, United States Census Bureau; aggregated to non-exclusive Effectv ad zones. Generated by ESRI for Media. Note: Marital Status Base = Adults 15+, Education Base = Adults 25+. Percentages may not add to 100% due to rounding.

WESTERN WAYNE CO WOW



Demographic Profile

Age Groups



Persons 17 and under	21.7%
Adults 18-34	20.2%
Adults 35-54	27.7%
Adults 55+	30.4%

Education



Attended College+	68.4%
-------------------	-------

Marital Status



Single (Never Married)	29.6%
Married	51.7%
Divorced/Separated/Widowed	18.7%

Household Income



\$30,000-\$49,999	17.2%
\$50,000-\$74,999	17.8%
\$75,000-\$99,999	13.6%
\$100,000+	32.1%

Housing Units & Family Type



% Owner Occupied Units	70.5%
% of HH with Children	29.5%

Race



White	77.1%
Asian	6.9%
Black/African American	12.9%
Other	3.2%

Ethnicity

Hispanic	3.2%
----------	------

Communities Served

- Canton
- Livonia
- Plymouth
- Wayne
- Garden City
- Northville
- Redford
- Westland

CAMPAIGN RECOMMENDATION- DEARBORN DDA 2021-2022 EVENTS

Audience Intelligence for Local Algorithm

Audience Target:

**Adults 35+
&
Women 35-64**

Approx. cost per month

	Tot \$\$	Unit
Aug 21	\$2,165	578
Sep 21	\$2,165	578
Oct 21	\$2,165	578
Nov 21	\$2,165	578
Dec 21	\$2,464	686
Jan 22	\$0	0
Feb 22	\$816	346
Mar 22	\$0	0
Apr 22	\$1,574	484
May 22	\$2,157	668
Jun 22	\$2,165	578
Jul 22	\$2,165	578
Total	\$20,000	5,652

Campaign Dates	8/2/21-7/30/22 *Avg of 3 weeks per month in Dearborn zones *2 weeks in other areas OFF AIR in Jan & March
Targeted Zones	Dearborn Xfinity, Downriver/Dearborn WOW!, Western Wayne WOW!, Livonia Spectrum & Taylor Xfinity
Nielsen Demo	Adults 35+ & Women 35-64
Premium TV Content*	HGTV, Bravo, FOOD, ESPN, TLC, Hallmark, TBS, Lifetime -Holiday programming on Freeform, AMC & Hallmark in Nov/Dec -CNN, MSNBC, BET & Fox News for February
TV Reach / Frequency	96.0% / 25.7X times
Total Spots	5,600+ total spots Around 570 per month (some months will be lower/higher)
Estimated TV Impressions	897,900 Live TV Impressions
Digital Video Impressions	58,300 Streaming Impressions Airing August-December 2021, July & July 2022 *Zip code targeted to cities of choice \$36 CPM
Attribution Reporting	Monthly Streaming Reports Monthly Campaign Recaps including reach/frequency & impressions Google Analytics Attribution- will need GA Access
Total Media Investment	\$20,000

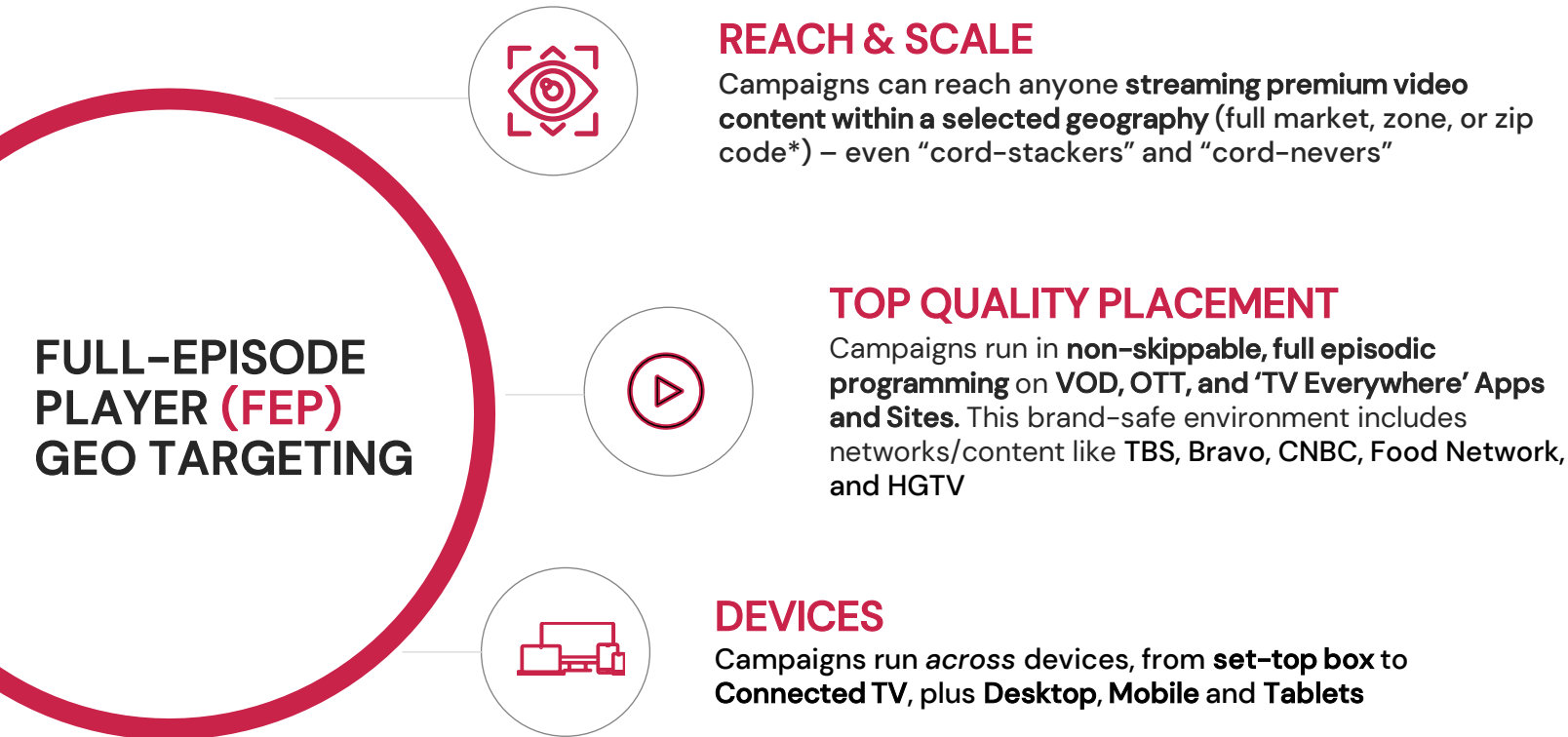
Client Name (Print)

Authorized Acceptance

Date

The Best of Digital, with the Power of TV

EFFECTV STREAMING



**Custom Geo Targeting at Zip available at certain investment levels*

Effectv Streaming FEP Geo Targeting is equivalent to Premium Digital TV and available in all Effectv Markets.

© 2020. Comcast. All Rights reserved. Comcast confidential and proprietary information.

WHY FEP GEO TARGETING?

ALL LONG-FORM TV PROGRAMMING

TV CONTENT = TOP QUALITY ENVIRONMENT

Targeting:
Taylor Zone

THE VALUE OF GOOGLE ANALYTICS

WHAT IS IT?

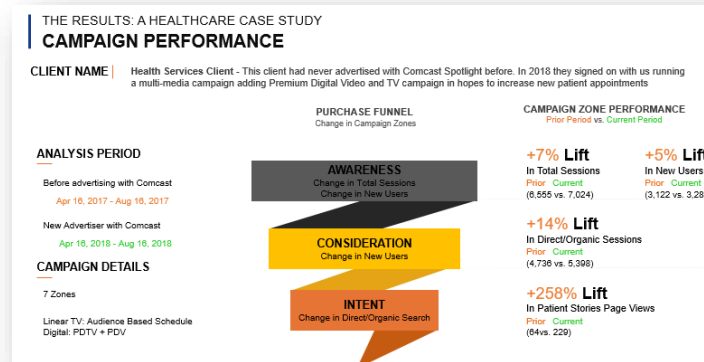
Google Analytics is the industry standard in website analytics measurement

It is a free web analytics service offered by Google that tracks and reports website traffic

Effectv applies our cable geographies to your Google Analytics data so we can measure traffic by zone – filtering down to zips and zones that matter most to you




IMPACT CAMPAIGN INSIGHTS

By harnessing Google Analytics, we establish baseline performance for your website and then show visitor lift over time



WHY IT MATTERS

It allows agencies and partners, like Effectv, to have read-only access to use the data to garner insights to create campaign effectiveness

-  Analyze brand awareness and website traffic change in relation to a campaign change
-  Evaluate traffic attributed to new/returning users vs direct/organic
-  Assess targeted geographies, ensuring the campaign is deployed in areas that make the most sense for your business

GRANTING READ-ONLY ACCESS

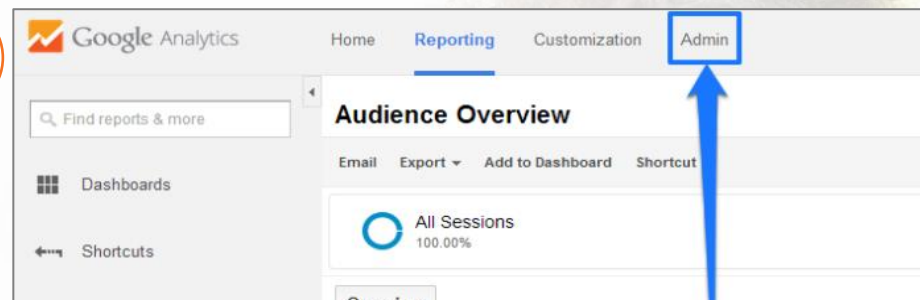
YardBird

Thank you for granting Effectv read-only access to your Google Analytics. Through analysis of your website traffic we hope to identify trends and create new opportunities to grow your business. We'll share key learnings we've uncovered so that you can benefit from our insights.

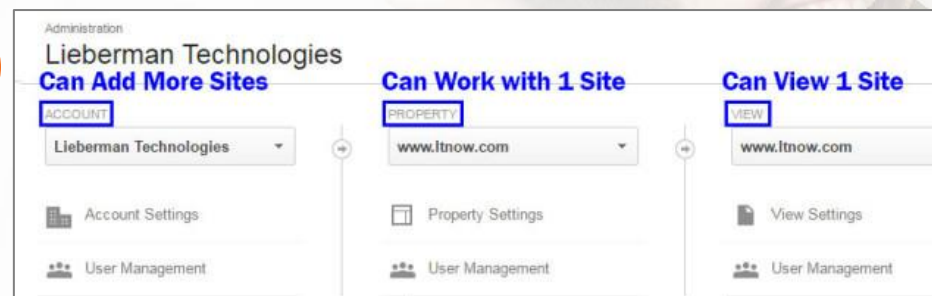
To add a new user to an account:

1. Sign in to your Analytics account
2. Select the Admin tab
3. In the ACCOUNT column, click User Management
4. Under Add permissions for, enter detroitspotlight2@gmail.com
5. Select the Read & Analyze for permissions
6. Select Notify this user by email to send a notification to each user you're adding
7. Click Add

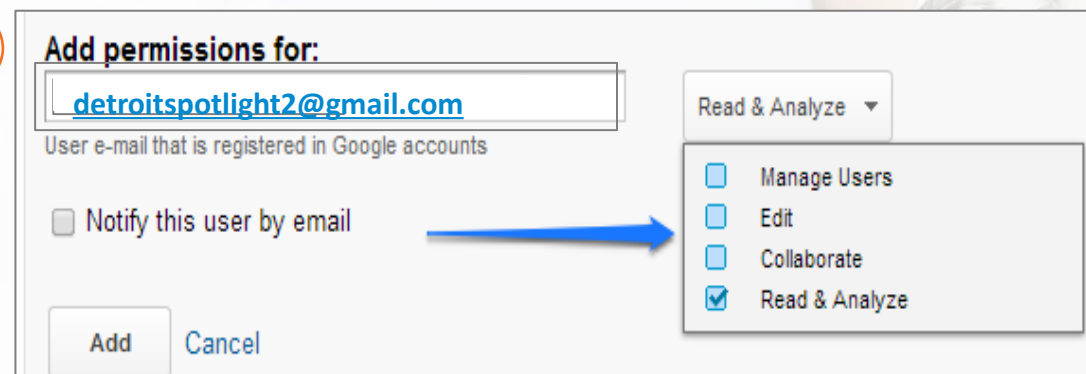
2



3



4-7



Follow the Audience in a New TV Era

Jamie King

248-275-8683

Jamie_King@comcast.com



Founded in 1852
by Sidney Davy Miller

MILLER CANFIELD

PATRICK F. MCGOW
TEL (313) 496-7684
FAX (313) 496-8450
E-MAIL mcgow@millercanfield.com

Miller, Canfield, Paddock and Stone, P.L.C.
150 West Jefferson, Suite 2500
Detroit, Michigan 48226
TEL (313) 963-6420
FAX (313) 496-7500
www.millercanfield.com

MICHIGAN: Ann Arbor
Detroit • Grand Rapids
Kalamazoo • Lansing • Troy

FLORIDA: Tampa

ILLINOIS: Chicago

NEW YORK: New York

OHIO: Cincinnati • Cleveland

CANADA: Windsor

CHINA: Shanghai

MEXICO: Monterrey

POLAND: Gdynia

Warsaw • Wrocław

June 24, 2021

Mr. Jeffrey Watson
Economic and Community Development Director
City of Dearborn
Dearborn Administrative Center
16901 Michigan Ave.
Dearborn MI 48126

Re: City of Dearborn Brownfield Redevelopment Authority,
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Dear Jeff:

As requested, I have enclosed a Resolution Pledging Tax Increment Revenues for the City of Dearborn Brownfield Redevelopment Authority Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021 for consideration for approval by the East Dearborn DDA Board at its meeting on July 15th.

As you are aware, the City of Dearborn Brownfield Redevelopment Authority is considering the approval of Refunding Bonds at its meeting on July 8th to achieve interest cost savings by issuing the Refunding Bonds to refinance the Authority's Limited Tax General Obligation Redevelopment Bonds, Series 2009A (the "Prior Bonds") to take advantage of lower interest rates in today's bond market. The Prior Bonds were issued to finance the cost of acquiring and constructing a parking structure and related infrastructure improvements to facilitate the redevelopment of the Michigan Avenue/Schaefer Road Redevelopment Project (the "Project"), pursuant to the Authority's Brownfield Plan #7 (the "Brownfield Plan").

The enclosed Resolution pledges the EDDDA's tax increment revenues on the property described in the Brownfield Plan that is located in the EDDDA boundaries, to the payment of the Bonds as security for the Bonds.

The Prior Bonds are currently secured by the BRA tax increment revenues (school and ISD millages) and the EDDDA tax increment revenues (non-school millages), together with the City's limited tax full faith and credit as backup security. The Refunding Bonds would have the same security and duration as the Prior Bonds.

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Mr. Jeffrey Watson

-2-

June 24, 2021

If you or anyone copied on this letter have any questions, please give me a call.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.



By: _____

Patrick F. McGow

Enclosure

cc: Jeffrey Watson
Michael Kennedy
Paul Stauder

37819346.1/021733.00067



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City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

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Bond Pricing	5
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Form 8038 Statistics	17



SOURCES AND USES OF FUNDS

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Sources:

Bond Proceeds:	
Par Amount	7,650,000.00
Premium	887,132.85
	<hr/>
	8,537,132.85
Other Sources of Funds:	
Debt Service Contribution	230,000.00
Reserve Fund Contribution	100,000.00
	<hr/>
	330,000.00
	<hr/>
	8,867,132.85

Uses:

Refunding Escrow Deposits:	
Cash Deposit	0.90
SLGS Purchases	8,765,363.00
	<hr/>
	8,765,363.90
Delivery Date Expenses:	
Cost of Issuance	65,000.00
Underwriter's Discount	34,425.00
	<hr/>
	99,425.00
Other Uses of Funds:	
Additional Proceeds	2,343.95
	<hr/>
	8,867,132.85



BOND DEBT SERVICE

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
05/01/2022	240,000	3.000%	153,000	393,000	393,000
11/01/2022			111,150	111,150	
05/01/2023	335,000	3.000%	111,150	446,150	557,300
11/01/2023			106,125	106,125	
05/01/2024	350,000	3.000%	106,125	456,125	562,250
11/01/2024			100,875	100,875	
05/01/2025	355,000	3.000%	100,875	455,875	556,750
11/01/2025			95,550	95,550	
05/01/2026	370,000	3.000%	95,550	465,550	561,100
11/01/2026			90,000	90,000	
05/01/2027	385,000	3.000%	90,000	475,000	565,000
11/01/2027			84,225	84,225	
05/01/2028	395,000	3.000%	84,225	479,225	563,450
11/01/2028			78,300	78,300	
05/01/2029	410,000	3.000%	78,300	488,300	566,600
11/01/2029			72,150	72,150	
05/01/2030	420,000	3.000%	72,150	492,150	564,300
11/01/2030			65,850	65,850	
05/01/2031	430,000	3.000%	65,850	495,850	561,700
11/01/2031			59,400	59,400	
05/01/2032	445,000	3.000%	59,400	504,400	563,800
11/01/2032			52,725	52,725	
05/01/2033	460,000	3.000%	52,725	512,725	565,450
11/01/2033			45,825	45,825	
05/01/2034	475,000	3.000%	45,825	520,825	566,650
11/01/2034			38,700	38,700	
05/01/2035	490,000	3.000%	38,700	528,700	567,400
11/01/2035			31,350	31,350	
05/01/2036	500,000	3.000%	31,350	531,350	562,700
11/01/2036			23,850	23,850	
05/01/2037	515,000	3.000%	23,850	538,850	562,700
11/01/2037			16,125	16,125	
05/01/2038	530,000	3.000%	16,125	546,125	562,250
11/01/2038			8,175	8,175	
05/01/2039	545,000	3.000%	8,175	553,175	561,350
	7,650,000		2,313,750	9,963,750	9,963,750



SAVINGS

City of Dearborn Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Date	Prior Debt Service	Prior Receipts	Prior Net Cash Flow	Refunding Debt Service	Savings	Annual Savings	Present Value to 09/01/2021 @ 1.3902470%
09/01/2021		330,000.00	-330,000.00		-330,000.00		-330,000.00
11/01/2021	231,625.00		231,625.00		231,625.00		231,090.78
05/01/2022	521,625.00		521,625.00	393,000.00	128,625.00	30,250.00	127,442.46
11/01/2022	224,375.00		224,375.00	111,150.00	113,225.00		111,409.61
05/01/2023	529,375.00		529,375.00	446,150.00	83,225.00	196,450.00	81,325.30
11/01/2023	216,750.00		216,750.00	106,125.00	110,625.00		107,353.63
05/01/2024	541,750.00		541,750.00	456,125.00	85,625.00	196,250.00	82,519.31
11/01/2024	208,625.00		208,625.00	100,875.00	107,750.00		103,124.97
05/01/2025	548,625.00		548,625.00	455,875.00	92,750.00	200,500.00	88,156.03
11/01/2025	200,125.00		200,125.00	95,550.00	104,575.00		98,709.18
05/01/2026	560,125.00		560,125.00	465,550.00	94,575.00	199,150.00	88,653.85
11/01/2026	191,125.00		191,125.00	90,000.00	101,125.00		94,139.38
05/01/2027	571,125.00		571,125.00	475,000.00	96,125.00	197,250.00	88,867.04
11/01/2027	180,675.00		180,675.00	84,225.00	96,450.00		88,551.95
05/01/2028	580,675.00		580,675.00	479,225.00	101,450.00	197,900.00	92,499.53
11/01/2028	169,675.00		169,675.00	78,300.00	91,375.00		82,738.27
05/01/2029	594,675.00		594,675.00	488,300.00	106,375.00	197,750.00	95,655.55
11/01/2029	157,987.50		157,987.50	72,150.00	85,837.50		76,654.78
05/01/2030	602,987.50		602,987.50	492,150.00	110,837.50	196,675.00	98,297.04
11/01/2030	145,750.00		145,750.00	65,850.00	79,900.00		70,370.73
05/01/2031	615,750.00		615,750.00	495,850.00	119,900.00	199,800.00	104,871.15
11/01/2031	132,825.00		132,825.00	59,400.00	73,425.00		63,778.22
05/01/2032	627,825.00		627,825.00	504,400.00	123,425.00	196,850.00	106,468.98
11/01/2032	119,212.50		119,212.50	52,725.00	66,487.50		56,957.58
05/01/2033	644,212.50		644,212.50	512,725.00	131,487.50	197,975.00	111,863.28
11/01/2033	104,775.00		104,775.00	45,825.00	58,950.00		49,805.63
05/01/2034	659,775.00		659,775.00	520,825.00	138,950.00	197,900.00	116,585.56
11/01/2034	89,512.50		89,512.50	38,700.00	50,812.50		42,339.76
05/01/2035	674,512.50		674,512.50	528,700.00	145,812.50	196,625.00	120,660.22
11/01/2035	73,425.00		73,425.00	31,350.00	42,075.00		34,576.82
05/01/2036	688,425.00		688,425.00	531,350.00	157,075.00	199,150.00	128,191.59
11/01/2036	56,512.50		56,512.50	23,850.00	32,662.50		26,472.41
05/01/2037	706,512.50		706,512.50	538,850.00	167,662.50	200,325.00	134,949.58
11/01/2037	38,637.50		38,637.50	16,125.00	22,512.50		17,994.96
05/01/2038	723,637.50		723,637.50	546,125.00	177,512.50	200,025.00	140,911.89
11/01/2038	19,800.00		19,800.00	8,175.00	11,625.00		9,164.38
05/01/2039	739,800.00		739,800.00	553,175.00	186,625.00	198,250.00	146,107.21
	13,692,825.00	330,000.00	13,362,825.00	9,963,750.00	3,399,075.00	3,399,075.00	2,989,258.60

Savings Summary

PV of savings from cash flow	2,989,258.60
Plus: Refunding funds on hand	2,343.95
Net PV Savings	2,991,602.55

SUMMARY OF REFUNDING RESULTSCity of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Dated Date	09/01/2021
Delivery Date	09/01/2021
Arbitrage yield	1.390247%
Escrow yield	0.029591%
Value of Negative Arbitrage	10,557.65
Bond Par Amount	7,650,000.00
True Interest Cost	1.762572%
Net Interest Cost	1.894382%
Average Coupon	3.000000%
Average Life	10.082
Weighted Average Maturity	10.172
Par amount of refunded bonds	8,570,000.00
Average coupon of refunded bonds	5.475232%
Average life of refunded bonds	10.588
Remaining weighted average maturity of refunded bonds	10.625
PV of prior debt to 09/01/2021 @ 1.390247%	12,104,672.05
Net PV Savings	2,991,602.55
Percentage savings of refunded bonds	34.907848%
Percentage savings of refunding bonds	39.105916%



BOND PRICING

City of Dearborn Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Bond Component	Maturity Date	Amount	Rate	Yield	Price
Bond Component:					
	05/01/2022	240,000	3.000%	0.330%	101.776
	05/01/2023	335,000	3.000%	0.380%	104.348
	05/01/2024	350,000	3.000%	0.490%	106.641
	05/01/2025	355,000	3.000%	0.640%	108.538
	05/01/2026	370,000	3.000%	0.790%	110.105
	05/01/2027	385,000	3.000%	0.930%	111.399
	05/01/2028	395,000	3.000%	1.060%	112.454
	05/01/2029	410,000	3.000%	1.190%	113.223
	05/01/2030	420,000	3.000%	1.320%	113.714
	05/01/2031	430,000	3.000%	1.390%	114.514
	05/01/2032	445,000	3.000%	1.450%	113.932 C
	05/01/2033	460,000	3.000%	1.480%	113.642 C
	05/01/2034	475,000	3.000%	1.510%	113.353 C
	05/01/2035	490,000	3.000%	1.540%	113.065 C
	05/01/2036	500,000	3.000%	1.570%	112.777 C
	05/01/2037	515,000	3.000%	1.600%	112.491 C
	05/01/2038	530,000	3.000%	1.630%	112.205 C
	05/01/2039	545,000	3.000%	1.660%	111.920 C
		7,650,000			

Dated Date	09/01/2021	
Delivery Date	09/01/2021	
First Coupon	05/01/2022	
Par Amount	7,650,000.00	
Premium	887,132.85	
Production	8,537,132.85	111.596508%
Underwriter's Discount	-34,425.00	-0.450000%
Purchase Price	8,502,707.85	111.146508%
Accrued Interest		
Net Proceeds	8,502,707.85	



PRIOR BOND DEBT SERVICE

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
11/01/2021			231,625.00	231,625.00	
05/01/2022	290,000	5.000%	231,625.00	521,625.00	753,250
11/01/2022			224,375.00	224,375.00	
05/01/2023	305,000	5.000%	224,375.00	529,375.00	753,750
11/01/2023			216,750.00	216,750.00	
05/01/2024	325,000	5.000%	216,750.00	541,750.00	758,500
11/01/2024			208,625.00	208,625.00	
05/01/2025	340,000	5.000%	208,625.00	548,625.00	757,250
11/01/2025			200,125.00	200,125.00	
05/01/2026	360,000	5.000%	200,125.00	560,125.00	760,250
11/01/2026			191,125.00	191,125.00	
05/01/2027	380,000	5.500%	191,125.00	571,125.00	762,250
11/01/2027			180,675.00	180,675.00	
05/01/2028	400,000	5.500%	180,675.00	580,675.00	761,350
11/01/2028			169,675.00	169,675.00	
05/01/2029	425,000	5.500%	169,675.00	594,675.00	764,350
11/01/2029			157,987.50	157,987.50	
05/01/2030	445,000	5.500%	157,987.50	602,987.50	760,975
11/01/2030			145,750.00	145,750.00	
05/01/2031	470,000	5.500%	145,750.00	615,750.00	761,500
11/01/2031			132,825.00	132,825.00	
05/01/2032	495,000	5.500%	132,825.00	627,825.00	760,650
11/01/2032			119,212.50	119,212.50	
05/01/2033	525,000	5.500%	119,212.50	644,212.50	763,425
11/01/2033			104,775.00	104,775.00	
05/01/2034	555,000	5.500%	104,775.00	659,775.00	764,550
11/01/2034			89,512.50	89,512.50	
05/01/2035	585,000	5.500%	89,512.50	674,512.50	764,025
11/01/2035			73,425.00	73,425.00	
05/01/2036	615,000	5.500%	73,425.00	688,425.00	761,850
11/01/2036			56,512.50	56,512.50	
05/01/2037	650,000	5.500%	56,512.50	706,512.50	763,025
11/01/2037			38,637.50	38,637.50	
05/01/2038	685,000	5.500%	38,637.50	723,637.50	762,275
11/01/2038			19,800.00	19,800.00	
05/01/2039	720,000	5.500%	19,800.00	739,800.00	759,600
	8,570,000		5,122,825.00	13,692,825.00	13,692,825



SUMMARY OF BONDS REFUNDED

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Limited Tax General Obligation Redevelopment Bonds, Series 2009A, 2009A, SERIAL:					
	05/01/2022	5.000%	290,000.00	10/03/2021	100.000
	05/01/2023	5.000%	305,000.00	10/03/2021	100.000
	05/01/2024	5.000%	325,000.00	10/03/2021	100.000
	05/01/2025	5.000%	340,000.00	10/03/2021	100.000
	05/01/2026	5.000%	360,000.00	10/03/2021	100.000
			1,620,000.00		
Limited Tax General Obligation Redevelopment Bonds, Series 2009A, 2009A, 2029:					
	05/01/2029	5.500%	1,205,000.00	10/03/2021	100.000
Limited Tax General Obligation Redevelopment Bonds, Series 2009A, 2009A, 2039:					
	05/01/2039	5.500%	5,745,000.00	10/03/2021	100.000
			8,570,000.00		

ESCROW REQUIREMENTS

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Dated Date 09/01/2021
Delivery Date 09/01/2021

Period Ending	Interest	Principal Redeemed	Total
10/03/2021	195,594.44	8,570,000.00	8,765,594.44
	195,594.44	8,570,000.00	8,765,594.44

PROOF OF ARBITRAGE YIELD

City of Dearborn Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Date	Debt Service	Present Value to 09/01/2021 @ 1.3902469561%
05/01/2022	393,000.00	389,386.87
11/01/2022	111,150.00	109,367.88
05/01/2023	446,150.00	435,966.15
11/01/2023	106,125.00	102,986.70
05/01/2024	456,125.00	439,580.96
11/01/2024	100,875.00	96,545.07
05/01/2025	455,875.00	433,295.21
11/01/2025	95,550.00	90,190.41
05/01/2026	465,550.00	436,402.84
11/01/2026	90,000.00	83,782.88
05/01/2027	475,000.00	439,134.92
11/01/2027	84,225.00	77,328.03
05/01/2028	479,225.00	436,945.18
11/01/2028	78,300.00	70,899.11
05/01/2029	488,300.00	439,093.82
11/01/2029	72,150.00	64,431.54
05/01/2030	492,150.00	436,466.80
11/01/2030	65,850.00	57,996.40
05/01/2031	4,455,850.00	3,897,332.08
	9,411,450.00	8,537,132.85

Proceeds Summary

Delivery date	09/01/2021
Par Value	7,650,000.00
Premium (Discount)	887,132.85
Target for yield calculation	8,537,132.85



PROOF OF ARBITRAGE YIELD

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Assumed Call/Computation Dates for Premium Bonds

Bond Component	Maturity Date	Rate	Yield	Call Date	Call Price	Yield To Call/Maturity
BOND	05/01/2032	3.000%	1.450%	05/01/2031	100.000	1.4499231%
BOND	05/01/2033	3.000%	1.480%	05/01/2031	100.000	1.4799289%
BOND	05/01/2034	3.000%	1.510%	05/01/2031	100.000	1.5099180%
BOND	05/01/2035	3.000%	1.540%	05/01/2031	100.000	1.5398900%
BOND	05/01/2036	3.000%	1.570%	05/01/2031	100.000	1.5699490%
BOND	05/01/2037	3.000%	1.600%	05/01/2031	100.000	1.5998858%
BOND	05/01/2038	3.000%	1.630%	05/01/2031	100.000	1.6299095%
BOND	05/01/2039	3.000%	1.660%	05/01/2031	100.000	1.6599149%

Rejected Call/Computation Dates for Premium Bonds

Bond Component	Maturity Date	Rate	Yield	Call Date	Call Price	Yield To Call/Maturity	Increase to Yield
BOND	05/01/2032	3.000%	1.450%			1.5756507%	0.1257276%
BOND	05/01/2033	3.000%	1.480%			1.7052860%	0.2253571%
BOND	05/01/2034	3.000%	1.510%			1.8149798%	0.3050619%
BOND	05/01/2035	3.000%	1.540%			1.9091037%	0.3692137%
BOND	05/01/2036	3.000%	1.570%			1.9909139%	0.4209649%
BOND	05/01/2037	3.000%	1.600%			2.0626317%	0.4627459%
BOND	05/01/2038	3.000%	1.630%			2.1262060%	0.4962965%
BOND	05/01/2039	3.000%	1.660%			2.1829609%	0.5230460%



ESCROW DESCRIPTIONS

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Type of Security	Type of SLGS	Maturity Date	First Int Pmt Date	Par Amount	Rate	Max Rate
Sep 1, 2021:						
SLGS	Certificate	10/03/2021	10/03/2021	8,765,363	0.030%	0.030%
				8,765,363		

SLGS Summary

SLGS Rates File	17JUN21
Total Certificates of Indebtedness	8,765,363.00

ESCROW COST

City of Dearborn Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Type of Security	Maturity Date	Par Amount	Rate	Total Cost
SLGS	10/03/2021	8,765,363	0.030%	8,765,363.00
		8,765,363		8,765,363.00

Purchase Date	Cost of Securities	Cash Deposit	Total Escrow Cost
09/01/2021	8,765,363	0.90	8,765,363.90
	8,765,363	0.90	8,765,363.90

ESCROW CASH FLOW

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Date	Principal	Interest	Net Escrow Receipts
10/03/2021	8,765,363.00	230.54	8,765,593.54
	8,765,363.00	230.54	8,765,593.54

Escrow Cost Summary

Purchase date	09/01/2021
Purchase cost of securities	8,765,363.00



ESCROW SUFFICIENCY

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Date	Escrow Requirement	Net Escrow Receipts	Excess Receipts	Excess Balance
09/01/2021		0.90	0.90	0.90
10/03/2021	8,765,594.44	8,765,593.54	-0.90	
	8,765,594.44	8,765,594.44	0.00	

ESCROW STATISTICS

City of Dearborn Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Escrow	Total Escrow Cost	Modified Duration (years)	Yield to Receipt Date	Yield to Disbursement Date	Perfect Escrow Cost	Value of Negative Arbitrage	Cost of Dead Time
DSF	230,000.00	0.089	0.029594%	0.029594%	229,722.97	277.03	
RF	100,000.00	0.089	0.029589%	0.029589%	99,879.55	120.45	
BP	8,435,363.90	0.089	0.029591%	0.029591%	8,425,203.73	10,160.17	
	8,765,363.90				8,754,806.25	10,557.65	0.00

Delivery date 09/01/2021
Arbitrage yield 1.390247%

BOND SUMMARY STATISTICS

City of Dearborn Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Dated Date	09/01/2021
Delivery Date	09/01/2021
Last Maturity	05/01/2039
Arbitrage Yield	1.390247%
True Interest Cost (TIC)	1.762572%
Net Interest Cost (NIC)	1.894382%
All-In TIC	1.850622%
Average Coupon	3.000000%
Average Life (years)	10.082
Weighted Average Maturity (years)	10.172
Duration of Issue (years)	8.806
Par Amount	7,650,000.00
Bond Proceeds	8,537,132.85
Total Interest	2,313,750.00
Net Interest	1,461,042.15
Total Debt Service	9,963,750.00
Maximum Annual Debt Service	567,400.00
Average Annual Debt Service	563,985.85
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	4.500000
Total Underwriter's Discount	4.500000
Bid Price	111.146508

Bond Component	Par Value	Price	Average Coupon	Average Life
Bond Component	7,650,000.00	111.597	3.000%	10.082
	7,650,000.00			10.082

	TIC	All-In TIC	Arbitrage Yield
Par Value	7,650,000.00	7,650,000.00	7,650,000.00
+ Accrued Interest			
+ Premium (Discount)	887,132.85	887,132.85	887,132.85
- Underwriter's Discount	-34,425.00	-34,425.00	
- Cost of Issuance Expense		-65,000.00	
- Other Amounts			
Target Value	8,502,707.85	8,437,707.85	8,537,132.85
Target Date	09/01/2021	09/01/2021	09/01/2021
Yield	1.762572%	1.850622%	1.390247%



FORM 8038 STATISTICS

City of Dearborn Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Dated Date 09/01/2021
Delivery Date 09/01/2021

Bond Component	Date	Principal	Coupon	Price	Issue Price	Redemption at Maturity
Bond Component:						
	05/01/2022	240,000.00	3.000%	101.776	244,262.40	240,000.00
	05/01/2023	335,000.00	3.000%	104.348	349,565.80	335,000.00
	05/01/2024	350,000.00	3.000%	106.641	373,243.50	350,000.00
	05/01/2025	355,000.00	3.000%	108.538	385,309.90	355,000.00
	05/01/2026	370,000.00	3.000%	110.105	407,388.50	370,000.00
	05/01/2027	385,000.00	3.000%	111.399	428,886.15	385,000.00
	05/01/2028	395,000.00	3.000%	112.454	444,193.30	395,000.00
	05/01/2029	410,000.00	3.000%	113.223	464,214.30	410,000.00
	05/01/2030	420,000.00	3.000%	113.714	477,598.80	420,000.00
	05/01/2031	430,000.00	3.000%	114.514	492,410.20	430,000.00
	05/01/2032	445,000.00	3.000%	113.932	506,997.40	445,000.00
	05/01/2033	460,000.00	3.000%	113.642	522,753.20	460,000.00
	05/01/2034	475,000.00	3.000%	113.353	538,426.75	475,000.00
	05/01/2035	490,000.00	3.000%	113.065	554,018.50	490,000.00
	05/01/2036	500,000.00	3.000%	112.777	563,885.00	500,000.00
	05/01/2037	515,000.00	3.000%	112.491	579,328.65	515,000.00
	05/01/2038	530,000.00	3.000%	112.205	594,686.50	530,000.00
	05/01/2039	545,000.00	3.000%	111.920	609,964.00	545,000.00
		7,650,000.00			8,537,132.85	7,650,000.00

	Maturity Date	Interest Rate	Issue Price	Stated Redemption at Maturity	Weighted Average Maturity	Yield
Final Maturity	05/01/2039	3.000%	609,964.00	545,000.00		
Entire Issue			8,537,132.85	7,650,000.00	10.1717	1.3902%



FORM 8038 STATISTICS

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

Proceeds used for accrued interest	0.00
Proceeds used for bond issuance costs (including underwriters' discount)	99,425.00
Proceeds used for credit enhancement	0.00
Proceeds allocated to reasonably required reserve or replacement fund	0.00
Proceeds used to refund prior tax-exempt bonds	8,435,363.90
Proceeds used to refund prior taxable bonds	0.00
Remaining WAM of prior tax-exempt bonds (years)	10.6250
Remaining WAM of prior taxable bonds (years)	0.0000
Last call date of refunded tax-exempt bonds	10/03/2021

2011 Form 8038 Statistics

Proceeds used to currently refund prior issues	8,435,363.90
Proceeds used to advance refund prior issues	0.00
Remaining weighted average maturity of the bonds to be currently refunded	10.6250
Remaining weighted average maturity of the bonds to be advance refunded	0.0000



FORM 8038 STATISTICS

City of Dearborn
Limited Tax General Obligation Redevelopment Refunding Bonds, Series 2021

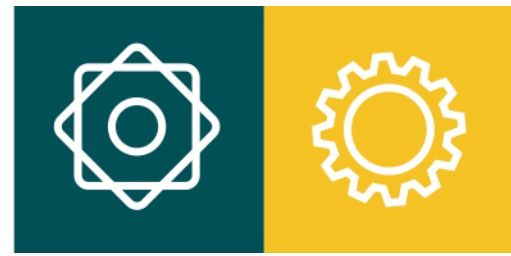
Refunded Bonds

Bond Component	Date	Principal	Coupon	Price	Issue Price
Limited Tax General Obligation Redevelopment Bonds, Series 2009A:					
SERIAL	05/01/2022	290,000.00	5.000%	102.271	296,585.90
SERIAL	05/01/2023	305,000.00	5.000%	101.506	309,593.30
SERIAL	05/01/2024	325,000.00	5.000%	100.749	327,434.25
SERIAL	05/01/2025	340,000.00	5.000%	100.000	340,000.00
SERIAL	05/01/2026	360,000.00	5.000%	99.443	357,994.80
2029	05/01/2027	380,000.00	5.500%	104.503	397,111.40
2029	05/01/2028	400,000.00	5.500%	104.503	418,012.00
2029	05/01/2029	425,000.00	5.500%	104.503	444,137.75
2039	05/01/2030	445,000.00	5.500%	103.735	461,620.75
2039	05/01/2031	470,000.00	5.500%	103.735	487,554.50
2039	05/01/2032	495,000.00	5.500%	103.735	513,488.25
2039	05/01/2033	525,000.00	5.500%	103.735	544,608.75
2039	05/01/2034	555,000.00	5.500%	103.735	575,729.25
2039	05/01/2035	585,000.00	5.500%	103.735	606,849.75
2039	05/01/2036	615,000.00	5.500%	103.735	637,970.25
2039	05/01/2037	650,000.00	5.500%	103.735	674,277.50
2039	05/01/2038	685,000.00	5.500%	103.735	710,584.75
2039	05/01/2039	720,000.00	5.500%	103.735	746,892.00
8,570,000.00					8,850,445.15

	Last Call Date	Issue Date	Remaining Weighted Average Maturity
Limited Tax General Obligation Redevelopment Bonds, Series 2009A	10/03/2021	11/10/2009	10.6250
All Refunded Issues	10/03/2021		10.6250



JOINT DDDA EXECUTIVE COMMITTEE MEETING MINUTES



July 6, 2021

9 a.m.

Attendees: Moe Hider, Eric Woody, Hassan Sheikh, Julia Kapilango, Sam Abbas (9:40am), Steve Deisler, Cristina Sheppard-Decius, and Janet Bloom

1. JOINT BOARD MEETING AGENDA ITEMS
 - a. PA 57 Report
Community information session this month and October.
 - b. FYE2022 Budget Adoption
 - c. Purchasing Policy
Bring to vote for West only (ask board members to review)
 - d. Board/Volunteer Training Policy
Policy to allow board members to attend trainings; address volunteers attending training - it is a best practice to send and pay for committee members to attend training so they are able to be pulled up into leadership roles
 - e. Pledge of Commitment
Outlines board members' responsibilities of their role - bring to vote for West only.
 - f. Promotions Committee Co-Chair Appointment
Tabled from last month to this meeting.
 - g. Remediation
Have boards officially review estimated costs from ServPro. Review any funding from Artspace. Julia stated Artspace paid for the remediation of residents' spaces. Cristina will check with Artspace Corporate to see what relief they are offering. Licia from Legal is also reviewing available options.
 - h. Flood Relief Crowdfunding Campaign
Cristina reached out to Patronicity. DDDA could contribute but majority from individual or community organizations. Both East and West opted to pull out since timing of help would take too long. Jeff Watson was also looking from City side if any support available. Pulled off agenda.
2. WDDDA ONLY ITEM
 - a. Social District Cups
New vendor needed - difference of around \$300, still within limits. Prior vendor was backed up on orders for 4-6 weeks.
3. EDDDA
 - a. Free Comic Book Day Sponsorship
 - b. Tent/Table Reimbursement
To reimburse POW! staff member for purchase of two tables and two tents (Music in the Park/Silent Disco)
 - c. Parking Deck Bond Refunding/Refinancing
Estimated \$120,000 goes back into EDDDA funds after refunding/refinancing



bond. More dollars for operations, programs, projects and build reserve fund back up.

4. UPDATES/DISCUSSION/NEW BUSINESS

- a. Office
DDDA office had 2-3" of water and caused water damage. Pressed board office furniture will need to be tossed. Tossed out items that were in the water such as paper, old banners, etc. Reviewing if chairs will be cleaned or tossed. ServPro doing work.
- b. Conflict of Interest Disclosures
Need to disclose relationships before vendors come to a vote in board meetings. Also, person with conflict of interest must abstain from vote.
- c. Attendance Dismissals
Board attendance tracking. Board will decide on excusing board meeting absences. Set up a standard method to track, record and report to board.

5. OLD BUSINESS FOR AGENDA

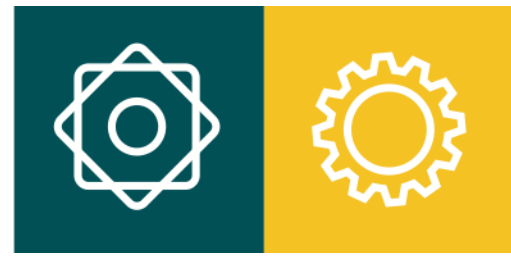
- a. Platform Dining Installation
- b. Economic Study
- c. WDDDA Social District
- d. EDDDA Tree Well Removal - finalizing bid to go out for third bid release.
- e. EDDDA Landscape & Maintenance
- f. Board Procedures

6. CALL TO EXEC COMMITTEE

Cristina to send break out to Julia of SMART sponsorship.
Moe Hider - two lights are flashing at the old Panera location. Cristina to reach out to owners to replace bulbs.



DOWNTOWN DEARBORN DESIGN/EV COMMITTEE MINUTES



Join Zoom Meeting

<https://zoom.us/j/323245564?pwd=NnhnNjVNSE1tVTdHNjVMak91dC9nZz09>

Meeting ID: 323 245 564

Password: 265323

Dial by your location +1 312 626 6799 US (Chicago) +1 929 205 6099 US (New York)

Meeting ID: 323 245 564 Join by Skype for Business:

<https://zoom.us/skype/323245564>

June 23, 2021
2 p.m.

Attendees: Steve Deisler, Adam Easterly, Mike Kirk, Jackie Lovejoy, Matthew Deitz, Mark Guido, Steve Horstman, Hassan Sheikh, Cristina Sheppard-Decius, and Janet Bloom.

AGENDA ITEMS	TASKS/ACTIONS	ASSIGNMENTS
A. COVID-19 Business Support	<ul style="list-style-type: none">Economic Study Overview & Follow UpRetool Dearborn Open for Business FB Page	<p>-Economic Study Overview Sheet - highlight key items in report; focus on next steps.</p> <p>Economic Study: $\frac{2}{3}$ of respondents were optimistic. Work with businesses to help get on social media successfully. Work to advertise grants and Business Assistance Team supports.</p> <p>Distribution - Matt: social media and coffee training session; also focus of Morning Mix for June. Matt - businesses felt alone and not engaged with other businesses. Explore small groups and connecting businesses.</p> <p>-Schedule Focus Groups -Shopping Web Platform -Resource Education</p>



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		-Post Employment Opps - retool Open Dearborn to post open jobs. Jackie: Hire now at our improved wages before we roll back to pre-covid in Sept. Matt: some employees took stimulus to become full time working artists. Also need to have other benefits that are desirable to potential employees.
B. Open Door Dearborn	<ul style="list-style-type: none"> • EDDDA Design Block Property/Business Meeting & Marketing 	<p>Steve: looking to contact contractors to see if they can provide costs to do the actual work of facade updates. Mike - hard to get commitment. Don't want to hit wall. Matt - speak to non-traditional use of space. Sunshine artist space.</p> <p>-Group Meeting -Estimates -Identify Other Funding Resources</p>
C. Sidewalk Cafés	<ul style="list-style-type: none"> • Tree Well Removal Bid • Outdoor Use Amendment Mtg • Platform Dining • Future Items: <ul style="list-style-type: none"> o Design Manual: Lighting & Signage 	<p>-3rd Round Bid Release for Tree Wells -Draft Outdoor Use Ordinance amendment(s) -Platform Delivery & Install- Steve showed pic of containment bumpers at Great Commoners. Decided to move Good Burger/Koja platform into parking lot next to Koja. Looking to get platforms in by end of next week. Matt - do cement bumpers need an additional stone underneath? Steve will check with Unilock.</p>

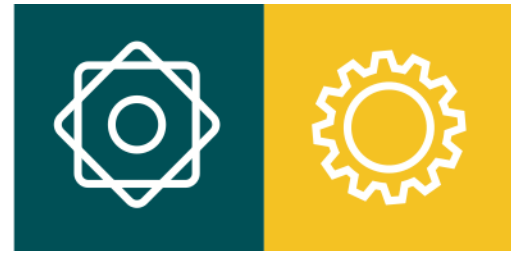
		Cristina - Tom Paison outdoor ordinance long term changes - Hassan to check on the progress. Also checking to see if October is the end date.
D. Business Assistance Team	<ul style="list-style-type: none"> BAT Live Morning Mix 	A few are still working with those they had helped end of last year. No new calls. Morning Mix - located on Downtown Dearborn Facebook page - 8:30am tomorrow.
E. Bike Facilities Implementation Plan	<ul style="list-style-type: none"> Bike Racks Bike Lane/Sharrow Installations Bike/Scooter Share 	<p>-Bike/Scooter Update; Steve</p> <p>- trying to schedule meeting with Spin and City about setting up a scooter system. No cost to city - MOU to launch. Goal of Bike share Committee - look at Spin due to Ford tie in. Also reviewing Mogo. At this point it may be Spring next year.</p> <p>- Pushing out bid for bike racks.</p> <p>- Need to get bike lane/sharrows designed Spring - work on in Fall.</p>
F. Public Art	<ul style="list-style-type: none"> Public Art Plan 2021 EDDDA Mural Project/Raised Planter Wells WDDDA Utility Box Art Bloomberg Art Asphalt Grant 2022 	<p>WDDDA - reached out to DTE for approval of utility art boxes. Call for artists maybe out already. Would want to review mid to late July.</p> <p>Matt - working with POP team on mural on building. Sunshine wanted to do in July. Artists will present ideas. Have Helen document process. Really wants to paint 2-3 week in July. Mural</p>

		<p>ideas would need to go to Business Design Review Committee, not Design/EV Committee. Tom Paison key contact.</p> <p>Other ideas: it was discussed to do parking garage. Ideas for cement raised planters (mosaics/painted).</p> <p>-Cristina - will check with Licia in Legal on public art - what's allowed and not allowed ordinances (include Steve Horstman).</p> <p>-Kick off on hold until Vision Plan completed</p> <p>- Artist Procurement</p> <p>-Art Review Criteria</p>
G. Recruitment/Tackling Vacancies	<ul style="list-style-type: none"> • Property Updates & Key Property Mtgs • Broker Roundtable - KW/DABOR • Property Owner Roundtable – push to 2021 • FBC Marketing Piece (Tom, Kaileigh, Steve & Steve) • Biz Development Dashboard 	<p>Steve - reviewed Michigan Main Street Dashboard for East and West DDDAs; checking on why some SEV's are zero'd out.</p> <p>Also created a East/West DDDA Development chart: open locations, new developments, etc.</p> <p>Crsitina - rental rates in cities are rising quickly.How can we support middle housing market. What are we lacking in our downtown to support.</p> <p>Adam: could use more mixed residential. Inventory short for purchase and rental. Too often neighbors put down the idea. It appears cost of homes are going up 10% per year for last decade</p> <p>- incomes not keeping up.</p> <p>Look at if DDDA should</p>

		<p>review/support downtown residential. Matt - 2nd level - available for employee housing? Need to address building codes. Use one location as an example or analysis. Do as block study on East. Hassan - check with CBRE on.</p> <p>-IDENTIFY OTHER ACTIONS?</p> <p>-Schedule Roundtable with Webinar Series</p> <p>-New Occupancy Report</p> <p>-Content for FBC marketing piece (started)</p> <p>-Development Sites: CBRE Contract</p> <p>-ECD/PMADS meeting to coordination development info</p>
H. Public Spaces & Amenities	<ul style="list-style-type: none"> • Michigan Avenue (CAVnue Project) • Spec for Seating at Fishnet Concrete addition adjacent to Fish Market • REQ Library Lot – Survey & Engineering • City Hall Park Redesign • EDDDA Parking Lots • Vision Plan – • Vacant Land – Due Diligence • Farmers Market Shelter • Community Garden 	<p>-Vision Plan -In Draft Review</p> <p>-CHP on hold until as-builts drawings are completed</p> <p>-REQ for Library Lot</p> <p>- EDDDA Parking & Alley RFP Spec</p> <p>-Farmers Market Shelter engineering/design/location</p> <p>-Community Garden community engagement</p> <p>-Change order - add concrete work to Tree Well work provider</p>
I. Beautification	<ul style="list-style-type: none"> • EDDDA landscaping 	-Installation in Progress



DOWNTOWN DEARBORN PROMOTIONS COMMITTEE MINUTES



June 23, 2021

10 a.m.

Attendees: Matthew Dietz, Jan Cislo, Julie Schaefer, Katie Merritt, Elizabeth Curran, Kelli Vanden Bosch, Hassan Sheikh, Jackie Lovejoy, Cristina Sheppard-Decius, Cathleen Francois, Helen Lambrix, Jean Smith, and Janet Bloom.

A. Promotions Co-Chairs – Joint Board Discussion

Matthew Dietz: last board meeting suggested having a second chair with each district having representation. West board member Jackie Lovejoy volunteered. West tabled until next month and EDDDA didn't have a quorum so both districts will review in July.

B. 2022 Event Schedule/Analysis

Reviewed event spreadsheet which lists the category of event (restaurant only promotion, retail promotion, community event, educational/outreach/other) and what event happens in what month. Reviewed for gaps of types and if types of events are spread across the calendar year. It was suggested to consider adding Ramadan (April), Earth Day (April), Eid (May and July), Art (September), and Christmas in July, Back to School events (August).

Need to have different styles of music in Music in Park. Need more crosspromotion so businesses benefit from events. Matthew - have a district coupon. Need to have a chair for Jazz on the Ave. to help spearhead with small committee. Cathleen - businesses should run specials that night. Blick - paint outside during the night of concerts. Blow up music note (balloon) tied to outside of participating businesses. Hassan: Panels may move to more of a city driven activity, rather than DDDA only.

C. Sponsorship Update

SMART has joined on an annual basis. Share with the group the details of sponsorship package.

D. Communications

Join Zoom Meeting
<https://zoom.us/j/308973055?pwd=Sy9GNlBXaGZ4UmgxRlZrRzk3WTdHQT09>

Meeting ID: 308 973 055

Password: 123811

One tap mobile
+19292056099,,308973055# US (New York)
+13126266799,,308973055# US (Chicago)

Dial by your location
+1 929 205 6099
US (New York)
+1 312 626 6799
US (Chicago)
+1 301 715 8592
US

Meeting ID: 308 973 055

Find your local number: <https://zoom.us/j/308973055>

Join by Skype for Business
<https://zoom.us/skype/308973055>



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a. Social Media/Web/PR Report

Helen: May was a great month and a good lead in for Summer events which raised numbers. Impressions were 163,930 for May. Almost 1.9M impressions for 2021. Surpassed goal of 1.65M so reset to reach 2019 level of 2.5 million. Engagement: almost 7K for May. Goal is 58K, at almost 28K so 48% to goal. Engagement rate per impression: 10.9%. Industry standard is 2-3%. 1000 new followers for 2021. Goal is 18K for followers.

Dearborn News - IG posted Movies in the Park, we answered as Downtown Dearborn - got a lot of followers. Doubled # of unique page views for month of May. Jazz on the Ave was the highest searched term. Cristina - be sure webpage for Jazz on the Ave redirect to other events. Don't want to lose audience.

b. Dearborn Open for Business FB Page Retool

Need to address number of job openings in downtown businesses. Helen to share any business job postings. Need to bring more consumers to page. SMART Flex program - help with new hires. Can help bolster activity from businesses and consumer. Matthew: connect with SMART Flex on interviews.

c. Calendar Poster

Katie - do Fall events on one poster, do by season. Matthew - do a quarterly event calendar. Bring to next meeting those events which need a separate poster versus those that can be grouped together.

EDDDA Open House was in Artspace. Consider hosting at an EDDDA business. It would recognize business accomplishments, volunteer efforts, and business openings, etc. Matthew: have one of the Open Door Dearborn grant recipients to host event.

d. Advertising Plan

i. Comcast Plan

Review report. Do one primary Dearborn commercial and use a donut format to switch out info. Took all Comcast ads expenses from each event ad added additional funds to be able to run year round - \$20K. Current events had Comcast spend of \$12K. Couldn't add Southfield or Ferndale with current budget. Look at adding south Oakland



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county communities. Average of 3 weeks per month in Dearborn zones. Then 2 weeks in other areas. Off air in January and March. 5600 total spots (around 570 a month) - some months higher/lower. Estimated live TV impressions: 897,900. Send this Comcast package out to committee for input for board recommendation - need in two weeks.

E. Volunteer Management & Needs

Julie has possible one volunteer who may work on subcommittee. Janet and Julie will work to meet on developing the subcommittee. Janet reached out to those on Promotions Committee who haven't been attending: Amy Libby - awaiting response, Debbie Gokhan - remove, working fulltime, and Anthony Guido - busiest day and can't attend but wants to stay on list.

Move Promotions Committee to 9am start with 10:30am stop. Might impact attendance positively. Start in July. Question was posed by Cristina to stay on Zoom or in person.

F. 2nd Quarter Event Recaps

a. Juneteenth - prepare report for next month

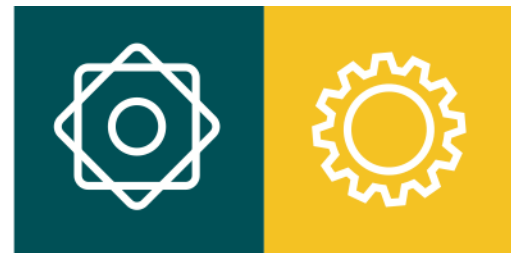
Jan - didn't see many people at event. Helen: 69 pre-registered on Local Hop, and had several walk ups. Cristina - street closure went smoothly. Michigan Ave. was able to reopen earlier due to lesser crowds - need to review approach for businesses and its impacts. It is now a national holiday. Matthew - road closure didn't really impact his store, keep in mind it rained. He didn't see returns as far as people in his store.

b. Sidewalk Sale - prepare report for next month

Matthew - they were advertising heavily on social media. Had a couple large sales and felt event was a success. Jean spoke to Jay - they had a good sales day. Jean still needs to send Ladies Night Out and Sidewalk Sale business surveys. Matthew - next year show receipt to get a discount from restaurants. Katie - sale was okay, a couple people came out for event. Did good that day but not sure if due to good weather or if event had some impact.



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G. 3rd Quarter Events/Promotions Updates

Jean: Dearborn Farmers Market going good. Music in the Park pushed back. Tonight is first night. Cathleen will be with Jean for introductions. First Movies in the Park - Wagner Park - was rained out. Had over 125 people on lawn, then it rained right before movie. Jean and Cathleen - pulling out action plans and starting to do those for Fall and Winter events.

H. 4th Quarter Event (Halloween/Xmas in July Biz Sign Up)

Jean: Working on action plans with Cathleen for these events.

Jean: Retail Committee: at the last board meeting it was pointed out the restaurants got a lot of support. It was requested to start a retail committee. Interested members include: Jay Kruz, Jan Cislo, Tom Clark. Jean speaking with Steve Deisler to see if he has suggestions. Wanted to solicit Mike Kirk. Jean working with Jay and Matt to see who else might be interested. Goal - get more sales and foot traffic in stores. Need to develop meeting schedule. Matthew: tap in Jackie to see what other businesses could participate. Jackie offered to email out to the businesses to drum up support and participation.

I. Storytelling Time– What's Happening Around Town

Matthew: his art show is extended one more week. Prints available. Chris Bennett is looking to move into Stormy Records. He does art reproductions and prints. He is looking to do a gallery.

Katie - got another grant from Think Foundation for those who made it through Covid.

Kelli - Chamber - Golf outing July 9th Lakes of Taylor; Chamber Choice Awards September 17th, Teacher Awards September 23rd, Meet The Candidates September 30th, and Taste of Dearborn October 13th.

Katie - asking for sponsorship for Free Comic Book Day on August 14. Haven't done in two years. Asking if any changes. Cristina - Board would need to review for approval and be sure it is comprehensive enough for new board members.



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DOWNTOWN DEARBORN EVENT MANAGEMENT NOTES JUNE 2021

REPORT ON RECENT EVENTS

- H2BE: April 17th: Community Real Estate
 - More of a open discussion and explanation
 - Had approximately 10 panelists including myself, Helen & CSD

Helen, provide social media updates.

CURRENT/ PAST EVENTS:

- Mobility Stroll- Juneteenth - Saturday, June 19th, 2021
 - Julia provide update
 - Helen provide Social Metrics
- MIP/ Silent disco
 - Music in the Park - Frank Wood Consultant
 - Due to park construction, MIP was pushed back to June 23rd with 3 dates added at the end.
 - P&R visited site and said stage cannot be placed in park due to the softness of the ground- the stage would literally sink
 - Every Wednesday from June 23 to Sept 8th 7:30 - 8:30pm
 - Silent East Disco - Bruce Bailey
 - Julia provide update
 - Fridays June 4, 18, July 2, 16, 30, August 13, 27, Sept 10, 24 6pm - 10pm
- Tunes at Noon
 - All entertainment has been booked.
- DFM
 - Going into week 3 successfully so far

- Have 3 new farmers on board
- Movies in the Park:
 - Movies @ Wagner Park:
 - June 11th The Lion King- RAINED OUT :-(
 - August 13th Dolittle
 - Movies @ CHP
 - July 16th Dora: The Lost City of Gold
 - September 3rd My Spy

UPCOMING EVENTS:

Fall/ Winter Event Planning:

- Cathleen and Jean will begin working on the fall/ winter events this week!
- ATW, TorT, Pumpkin Carving
- Shop Small/ Winterbreeze
- Winterfest
- EDDDA Open House

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Accident Replacement Planters & Bench - WDDDA

Approved: June 17, 2021

Motioned by: Director Karen Nigosian

Seconded by: Director Thomas Clark

WHEREAS: The WDDDA recognizes the benefit of maintaining the districts as destination locations which encourages patronage of businesses; and

WHEREAS: The WDDDA has experienced several vehicular accidents recently that have damaged some of the newest planters and a bench in the district; and

WHEREAS: Insurance claims have been started, but the replacement of the items is the responsibility of the WDDDA; and

WHEREAS: Once the insurance funds are received, they will be directed back to the WDDDA budget; and

WHEREAS: The items to be replaced are four (4) planters and one (1) bench and will be identical to the new materials installed along the Connector Streets, which is the Kornegay Series planters and the Parc Vue backless bench from Landscape Forms, the sole source; all to be installed by DPW with Fairlane Grounds replacing soil and plant materials as previously planned; so let it be

RESOLVED: The WDDDA approves the purchase of four (4) Kornegay Series planters from Landscape Forms and one (1) Parc Vue backless bench for a total cost of all five (5) items of \$7,685, expending from account #296-6100-911-34-90; and let it be further

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA with Landscape Forms subject to review and approval by Corporation Counsel.

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Budget Carry-Forwards from FYE2021 to FYE2022 - EDDDA

Date Adopted: July 1, 2021

Motioned by: Secretary-Treasurer Matthew Dietz

Seconded by: Mayor Jack O'Reilly

WHEREAS: The City of Dearborn's end-of-year financial process allows for carrying forward any budget items from the current fiscal year to the future fiscal year for projects, programs or contracts not completed by year-end; and

WHEREAS: The EDDDA has the following projects in which funding needs to be carried forward into FYE2022 in order to complete the projects and contracts:

Item	EDDDA
Platform Dining (contingent upon final product availability/shipping timeframe of planters)	\$5,000
Greenhouses (contingent upon final delivery of product)	\$6747
Adirondack Chairs (contingent upon product availability)	\$5263
On-street Bike Racks (need to rebid)	\$30,000
City Hall Park Redesign Concepts	\$14,113
Planter Tree Well Removal - Streetscape Enhancements	\$46,200
Branding (remaining contract)	\$68,805

Open Door Dearborn Grant Recipients (if not reimbursed prior to fiscal year)	\$10,000
Dog Waste Stations (awaiting bids)	\$1800
Mural Project	\$14,000

RESOLVED: That the EDDDA authorizes carrying forward \$201,928 for Branding, Platform Dining, Greenhouses, Adirondack Chairs, On-Street Bike Racks, City Hall Park Redesign, Planter Tree Well Removal, Open Door Dearborn Grant Recipients, Dog Waste Stations and Mural Project from FYE2021 to FYE2022.

Yes: Vice Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, Director Mark Guido, and Director Jay Kruz.

No:

Abstain:

Absent: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Budget Carry-Forwards from FYE2021 to FYE2022 - WDDDA

Date Adopted: June 17, 2021

Motioned by: Director Jackie Lovejoy

Seconded by: Secretary-Treasurer Jeff Lynch

WHEREAS: The City of Dearborn's end-of-year financial process allows for carrying forward any budget items from the current fiscal year to the future fiscal year for projects, programs or contracts not completed by year-end; and

WHEREAS: The WDDDA has the following projects in which funding needs to be carried forward into FYE2022 in order to complete the projects and contracts:

Item	WDDDA
Platform Dining (contingent upon final product availability/shipping timeframe for planters)	\$16,200
Adirondack Chairs (contingent upon product availability)	\$12,808
On-street Bike Racks (need to rebid for quantity anticipated this fiscal year)	\$8,000
Branding (remaining contract)	\$107,294
Open Door Dearborn Grant Recipients (if not reimbursed prior to fiscal year)	\$10,000

Art Competition	\$5,000
Dog Waste Stations (awaiting bids)	\$2500

RESOLVED: That the WDDDA authorizes carrying forward \$161,802 for Branding, Platform Dining, Adirondack Chairs, On-Street Bike Racks, Open Door Dearborn Grant Recipients, Art Competition and Dog Waste Stations from FYE2021 to FYE2022.

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Farmers Market 2021_Service Providers_ Amendment II-WDDDA

Date Adopted: June 17, 2021

Motioned by: Director Jackie Lovejoy

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 \$20,000 in expenditures for the 2021 Farmers & Artisans Market; and

WHEREAS: The Promotions Committee recommended restarting the Farmers Market back to its usual schedule of Fridays running June 4, 2021 to September 24, 2021, and create a welcoming environment and encourage consumers to visit the downtown; and

WHEREAS: The WDDDA budgeted \$2500 for entertainment, and entertainment is now approved at \$2550, a \$50 increase; and shelving and bins were approved for purchase for the storage area; and

WHEREAS: A listing of additional vendors and expenditures is recommended for the Farmers & Artisans Market for the 2021 season, being expended from account #296-6110-911-34-90; therefore, let it be

RESOLVED:

1. The WDDDA authorizes the expenditure of the additional listed service providers for a total of \$15,809 for the Farmers & Artisans Market from the Farmers Market budget line item account # 296-6110-911-34-90 for 2021; and
2. The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA with the list of providers listed below for the Dearborn Farmers & Artisans Market, subject to review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Steven Taylor	6/4/21 - entertainment	\$300
AJ Lynn (Amy Loskowski)	6/11/21, 7/9/21, 7/23/21, 8/13/21, 8/27/21, 9/10/21, and 9/24/21 - entertainment	\$1050
Dearborn School of Music	6/18/21, 7/16/21, 8/6/21, and 9/3/21 -	\$600

	entertainment	
Visual Ronin	7/30/21, 8/20/21, and 9/17/21 - entertainment	\$450
TBD	6/25/21-entertainment	\$150
Janet Bloom	storage room shelving and bins	\$500
Beshara	posters 100 qty	\$100
Beshara	2 over the street banners (reduced from \$1500)	\$900
Capital Group	16 street pole banners @ \$83.75 (reduced from \$2000)	\$1340
Beshara	5 tent banners (2.5'x8') (reduced from \$500)	\$351.56
Beshara	10 A-Frame signs (reduced from \$500)	\$108
Eastern Market	Vendor Sponsorship (vegetable/fruit booth)	\$6400
Jean Smith	Misc. Expenses (4 tables \$400, 4 10x10 tents \$400, misc. market items \$200)	\$1000
Times Herald ad	DFM newspaper ad	\$150
Pandora	streaming ad	\$1500
Taste the Local Difference	market advertisement	\$100
Michigan Agritourism	advertisement/membership	\$159
Edible WOW	digital advertisement (six months)	\$500
Farmers Market Coalition	membership	\$50
MIFMA - Michigan Farmers Market Assoc.	membership	\$100

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Holophane Custom Lighting Restock - EDDDA

Approved: July 1, 2021
Motioned by: Director Mark Guido
Seconded by: Director Jay Kruz

WHEREAS: The EDDDA recognizes the benefit of maintaining the districts as destination locations which encourages patronage of businesses; and

WHEREAS: General maintenance practice and the number of incidents of district streetlight poles being damaged prompts the request to have a stock of streetlight poles to be able to make swift repairs; and

WHEREAS: An inventory of two (2) Holophane Custom Lighting poles in backstock for replacement purposes to maintain the same style and aesthetics in the district upon repair is recommended by DTE; and

WHEREAS: The cost of each Holophane Custom Light is \$715, for a total of \$1430; so let it be

RESOLVED: The EDDDA approves the purchase of two (2) Holophane Custom Lights for \$1430 via Great Lakes Electric, the supplier for DTE, expending from account #297-6100-911-51-00; and let it be further

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA with Great Lakes Electric for Holophane Custom Lighting, subject to review and approval by Corporation Counsel.

Yes: Vice Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, Director Mark Guido, and Director Jay Kruz.

No:

Abstain:

Absent: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Holophane Custom Lighting Restock - WDDDA

Approved: June 17, 2021

Motioned by: Director Jackie Lovejoy

Seconded by: Director Thomas Clark

WHEREAS: The WDDDA recognizes the benefit of maintaining the districts as destination locations which encourages patronage of businesses; and

WHEREAS: General maintenance practice and the number of incidents of district streetlight poles being damaged prompts the request to have a stock of streetlight poles to be able to make swift repairs; and

WHEREAS: An inventory of six (6) Holophane Custom Lighting poles in backstock for replacement purposes to maintain the same style and aesthetics in the district upon repair is recommended by DTE; and

WHEREAS: The cost of each Holophane Custom Light is \$715, for a total of \$4290; so let it be

RESOLVED: The WDDDA approves the purchase of six (6) Holophane Custom Lights for \$4290 via Great Lakes Electric, the supplier for DTE, expending from account #296-6100-911-61-90; and let it be further

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA with Great Lakes Electric for Holophane Custom Lighting, subject to review and approval by Corporation Counsel.

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Homage to Black Excellence Budget Reallocation 2020 Amendment III- EDDDA

Adopted on: July 1, 2021
Motioned by: Vice Chairperson Eric Woody
Seconded by: Secretary-Treasurer Matthew Dietz

WHEREAS: The EDDDA recognizes the benefit of recognizing the cultural, historic, economic and entrepreneurial spirit of Black History Month activities; and

WHEREAS: The EDDDA shall expend Tax Increment Financing (TIF) pursuant to the EDDDA Development and TIF Plan, Section (2) (e) B) District Marketing, Promotion, Recruitment, Support of Arts and Cultural Programs for programs that sustain and increase business activity within the district; therefore, be it

WHEREAS: The EDDDA promoted four activities in the East District in the month of February 2020, including a movie screening, an art and fashion show, an artist pop up event, and panelists speaking on business ownership and finances; and

WHEREAS: The EDDDA planned additional activities to expand the focus of Black History Month to become “Homage of Black Excellence” for 2021 that included the events of Diversity, Equity and Inclusion (DE&I) Panels and Art of Courage; and

WHEREAS: Twenty-five thousand dollars (\$25,000) in funds for Jazz on the Ave and Music in the Park 2020 were not utilized and can be reallocated to support the Homage to Black Excellence events, expending from account # 297-6100-911-51-00; and

WHEREAS: The EDDDA reallocated \$14,000 from Jazz on the Ave and Music in the Park 2020 budgets to Homage for Black Excellence events in FYE 2020 and requested Art of Protest to be renamed and the Mobility Stroll and Roll be revisited when more information was obtained at the Joint Board meeting on December 17, 2020; and

WHEREAS: The EDDDA authorized to expend \$7864 to Octane Design from account #297-6100-911-51-00 under budget line item Community Art Enhancement for a virtual tour of the Art of Courage event; and

WHEREAS: Facebook and Instagram was reduced by \$250, Bewick increased by \$150, Jean Smith was added for miscellaneous supplies for \$100, and an additional \$1400 was added for additional services for Art of Courage with vendors TBD; and

WHEREAS: The Art of Courage and DE&I total budget is \$21,763; and

WHEREAS: A budget of \$17,995 for the additional service providers for the Juneteenth Mobility Stroll & Roll is estimated; therefore, and

WHEREAS: The EDDDA reallocated \$11,000 from Jazz on the Ave/Music in the Park 2020 to the Juneteenth Mobility Stroll & Roll, and another \$11,000 from General Marketing for a total of \$39,758 budgeted for all H2BE events; let it be

RESOLVED: That no funds are to be spent outside of the EDDDA; and let it be

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA for the Homage to Black Excellence events of DE&I, Art of Courage, and Juneteenth Mobility Stroll & Roll with the service providers and amounts below, subject to review and approval by Corporation Counsel.

Vendor	Purpose	Amount
DE & I PANEL DISCUSSIONS		
Dr. Robbya Green-Weir	Consulting fees for DE&I Panel discussions	\$2000
Michigan Chronicle	marketing/advertising	\$150
Facebook/Instagram	Social media mktg./advertising	\$500
Bewick Publications (Times Herald)	marketing/advertising	\$150
Comcast	marketing/advertising	\$2999
Beshara Printing	Posters	\$100
Beshara Printing	Event banner	\$250
	Total:	\$6149
ART OF COURAGE		
Bewick Publications (Times Herald)	marketing /advertising	\$150
Beshara Printing	Posters	\$100
Michigan Chronicle	marketing/advertising	\$150
Beshara Printing	Signage- (Covid/Don't Touch) - Art of Courage	\$1500
Beshara Printing	Event banner	\$250
TBD	Custom Acrylastone outdoor information plaques for Art of Courage (\$88 x 12 = \$1056)	\$1100
Jean Smith	Solar powered spot lights/misc. Office supplies	\$500
Rozenia Johnson	Project Mgt. Fee - Art of Courage	\$2000
DeJuan McTaw	Photography - Art of Courage	\$300
Mollywop!	Musician Artist Talk during the virtual event of Art of Courage	\$200
TBD	Educational Artist Talk during virtual event	\$200
Bernie Wilson Jr.	Exhibit Preparation - hang artwork	\$200
TBD	Conservator - clean and maintain artwork	\$1000
Jean Smith	Art of Courage misc. supplies	\$100

Octane Design	Graphic/Visual Services-Virtual Tour AoC	\$7864
	Total:	\$15,614
JUNETEENTH MOBILITY STROLL & ROLL		
Janet Bloom via FedEx Kinko's	posters	\$160
Beshara	Yard signs(qty. increased from 10 to 40)	Approved \$125 (add \$375)= \$500 total
Beshara	A frame signs (10 qty)	\$250
Beshara	Tent banners (2 qty)/selfie backdrop	\$450
Michigan Chronicle	ad	\$300
Rozenia Johnson	Kids area supplies	\$850
Times Herald	ad	\$150
Jatanya Mitchell	DJ	\$500
Jean Smith	Registration supplies, PPE supplies, misc. Supplies, water, snacks	\$500
Jean Smith	wristbands	\$100
Rozenia Johnson	consultant	\$2800
Dearborn Police	Street closure expenses (estimated - price reduced from \$7500 to \$5000)	\$5000
Dearborn Parks & Rec.	2 golf carts (\$85/each) (reduced to one car plus delivery) (price reduced from \$170 to \$100)	\$100
Dearborn Parks & Rec.	Podium (price reduced from \$100 to \$50)	\$50
Dearborn Parks & Rec.	10 - 8ft. Tables (\$7 ea)/80 chairs (\$1.25ea.) (reduced from \$600)	\$170
Pandora	Streaming radio	\$1000
Nickel & Saph	Event insurance (reduced from estimate of \$2000 to \$850)	\$850
DJ Asset	DJ	\$500
Beshara	Podium sign	\$50
TBD	Photographer	\$250
	Total:	\$14,630
	Current Total:	\$36,393

Yes: Vice Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, and Director Mark Guido.

No: Director Jay Kruz.

Abstain:

Absent: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Silent Disco 2021_Service Providers -Amendment II - EDDDA

Motion Not Approved: July 1, 2021

Moved by: Secretary-Treasurer Matthew Dietz

Seconded by: Director Mark Guido

WHEREAS: The EDDDA recognizes the benefit of Marketing and Promoting businesses and activities in the District to bring visitors to the District and promote a diverse culture; and

WHEREAS: The EDDDA shall expend Tax Increment Financing (TIF) pursuant to the EDDDA Development and TIF Plan, Section (2) (e) B) District Marketing, Promotion, Recruitment, Support of Arts and Cultural Programs for programs that sustain and increase business activity within the district; and

WHEREAS: The EDDDA is replacing Jazz on the Ave this year with a nine-week Silent Disco on select Fridays from June 4 - September 24, 2021, utilizing the funds budgeted for Jazz on the Ave to support this new event; and

WHEREAS: Bruce Bailey Entertainment has been requested to be the entertainment booking agent, as well as to provide lights and sound for the events; for City Hop to provide the Silent Disco headphones and accompanying equipment; and Beshara to print the posters; therefore, let it be

RESOLVED:

1. That the EDDDA failed to pass the motion to approve the Times Herald ad for \$150, nor reimbursement for Jean Smith for \$119.67 for tent and table, nor the stage banner with Beshara for \$125. The East DDDA holds their obligations to this event at \$11,478.50 from the Community Promotions Budget #297-6100-911-51-00 to fund the event costs for the 2021 Silent Disco events; and
2. The Manager of the DDDAs was previously authorized to execute contracts on behalf of the EDDDA with the companies listed below for Silent Disco, subject to review and approval by Corporation Counsel, who were previously approved.

Vendor	Purpose	Amount
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Bruce Bailey Entertainment	Booking agent services	\$5000
Bruce Bailey Entertainment	sound and lights	\$2998
City Hop	Headphones/equipment rental (800 qty) As correction, vendor added one more date (9 dates total for an additional \$300 cost)	\$2400 +\$300= \$2700
Beshara	Posters (split 3 ways: Music in the Park, Silent Disco, & Tunes at Noon)	\$30.50
Pandora	streaming ads (reduced from \$1000 to \$750)	\$750
Times Herald	ad	\$150
Jean Smith	1 tent and 1 table	\$119.67
Beshara	stage banner	\$125

Yes: Vice Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, and Director Mark Guido.

No: Director Janice Cislo and Director Jay Kruz

Abstain:

Absent: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Music in the Park 2021_Service Providers - Amendment II - EDDDA

Date Adopted: July 1, 2021

Moved by: Mayor Jack O'Reilly

Seconded by: Secretary-Treasurer Matthew Dietz

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

WHEREAS: The Music in the Park events sponsored by the EDDDA has been extended to twelve (12) weeks to replace Jazz on the Ave this year and those funds are supporting this event with the goal to bring visitors to the District and promote diverse entertainment; and

WHEREAS: The EDDDA shall expend Tax Increment Financing (TIF) pursuant to the EDDDA Development and TIF Plan, Section (2) (e) B) District Marketing, Promotion, Recruitment, Support of Arts and Cultural Programs for programs that sustain and increase business activity within the district; and

WHEREAS: Plan B LLC was requested to be the booking agent to secure the entertainment for the 12 weeks and Bruce Bailey Entertainment was requested to be the lights and sound technician for Music in the Park, and Beshara to do the posters; so let it be

WHEREAS: A budget of \$13,000 was approved at the April 2021 EDDDA Board meeting; and

RESOLVED:

1. That the EDDDA now obligates \$15,000 from the Community Promotions Budget #297-6100-911-51-00 to fund the event costs for the 2021 Music in the Park events; and
2. The Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA with the companies listed below for Music in the Park, subject to review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Plan B LLC	Booking agent services (12 weeks)	\$9,000

Bruce Bailey Entertainment	sound and lights	\$2998
Beshara	Posters (split 3 ways: Music in the Park, Silent Disco, & Tunes at Noon)	\$30.50
Beshara	Stage Banner (split with Silent Disco, price reduced to \$125 from \$250)	\$125
Pandora	streaming ads (reduced from \$1000 to \$750)	\$750
Brendel's	portajohns (split with Silent Disco)	\$1325
TBD	Stage w roof (12 weeks)	\$6300
Times Herald	ad	\$150
Jean Smith	1 tent and 1 table	\$119.67

Yes: Vice Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, and Director Mark Guid.

No: Director Jay Kruz

Abstain:

Absent: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Nickel & Saph Event Insurance Policy and Portajohns for Summer 2021 Amendment I-EDDDA

Date Adopted: July 1, 2021

Motioned by: Director Jay Kruz

Seconded by: Director Janice Cislo

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 authorized an event schedule for Summer 2021 which includes the Music in the Park running from June 2nd to August 18th, 2021, Movies in the Park series, operating for two dates in the district, once in July and once in September, and a new event Silent Disco happening June 4 to September 24, 2021; and

WHEREAS: The city insurer Nickel & Saph Inc, Insurance Agency quotes are being finalized for upcoming events, the estimated totals are listed below, reflecting on previous events, with the final expenses to be expended from #297-6100-911-51-00; and

WHEREAS: Portajohns are to be bid through the Purchasing department, current prices are reflected below for portajohns for each event;

WHEREAS: The EDDDA shall expend Tax Increment Financing (TIF) pursuant to the EDDDA Development and TIF Plan, Section (2) (e) B) District Marketing, Promotion, Recruitment, Support of Arts and Cultural Programs for programs that sustain and increase business activity within the district: therefore, be it

RESOLVED: The EDDDA agrees to expend up to \$1150 to the city insurer Nickel & Saph Inc, Insurance Agency, to cover the EDDDA portion of the insurance premium to cover the Music in the Park, Silent Disco, and Movies in the Park to be expended from #297-6100-911-51-00; and let it be further

RESOLVED: The EDDDA agrees to expend up to \$2321 to the awarded portajohn provider to cover the EDDDA costs for the Music in the Park, Silent Disco, and Movies in the Park to be expended from #297-6100-911-51-00; and let it be further

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

VENDOR	EVENT	ITEM	AMOUNT
Scotty's Potties/Brendel's	Music in the Park (12 event days)	Portajohns/sink/sanitizer stand	\$1211 Approved in May \$405 for June 4 - July 7 (Scotty's Potties) \$806 (Brendel's)
Scotty's Potties/Brendel's	Silent Disco (9 event days)	Portajohns/sink/sanitizer stand	\$908 Approved in May \$405 for June 4 - July 7 (Scotty's Potties) \$503 (Brendel's)
Brendel's	Movies in the Park (2 event days)	Portajohns/sink/sanitizer stand	\$202
Nickel & Saph	Music in the Park (12 event days)	Insurance	\$500
Nickel & Saph	Silent Disco (9 event days)	Insurance	\$400
Nickel & Saph	Movies in the Park (2 event days)	Insurance	\$250
Nickel & Saph	Silent Disco	additional insurance	\$200

Yes: Vice Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, Director Mark Guido, and Director Jay Kruz.

No:

Abstain:

Absent: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Nickel & Saph Event Insurance Policy and Portajohns for Summer 2021-Amendment I - WDDDA

Date Adopted: June 17, 2021

Motioned by: Director Jackie Lovejoy

Seconded by: Director Karen Nigosian

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 WDDDA authorized an event schedule for Summer 2021 which includes the Dearborn Farmers Market running from June 4th to September 24th, 2021, Movies in the Park series, operating for two dates in the district, once in June and once in August, and Tunes at Noon happening July 13 to August 17, 2021; and

WHEREAS: The city insurer Nickel & Saph Inc, Insurance Agency quotes are being finalized for upcoming events, the estimated totals are listed below, reflecting on previous events, with the final expenses to be expended from #296-6100-911-51-00 and account#296-6110-911-34-90 for the Dearborn Farmers Market ; and

WHEREAS: Portajohns are to be bid through the Purchasing department, current estimated prices are reflected below for portajohns for each event;

RESOLVED: The WDDDA agrees to expend up to \$2350 to the city insurer Nickel & Saph Inc, Insurance Agency, to cover the WDDDA portion of the insurance premium to cover the Dearborn Farmers Market, Tunes at Noon, and Movies in the Park to be expended from #296-6100-911-51-00 and #296-6110-911-34-90 for the Dearborn Farmers Market; and let it be further

RESOLVED: The WDDDA agrees to expend up to \$2329 to the awarded portajohn provider to cover the WDDDA costs for the Dearborn Farmers Market, Tunes at Noon, and Movies in the Park to be expended from #296-6100-911-51-00 and #296-6110-911-34-90 for the Dearborn Farmers Market; ; and let it be further

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA for the selected service providers, subject to review and approval by Corporation Counsel.

VENDOR	EVENT	ITEM	AMOUNT
Scotty's Potties/Brendel's	Dearborn Farmers Market (16 event days)	Portajohns	\$1547 \$810 for June 4 - July 7 (Scotty's Potties) \$737 (Brendel's)
Brendel's	Tunes at Noon (6 event days)	Portajohns	\$580
Scotty's Potties/Brendel's	Movies in the Park (2 event days)	Portajohns	\$202 (\$101 Scotty's Potties) (\$101 Brendel's)
Nickel & Saph	Dearborn Farmers Market (16 event days)	Insurance	\$1600
Nickel & Saph	Tunes at Noon (6 event days)	Insurance	\$500
Nickel & Saph	Movies in the Park (2 event days)	Insurance	\$250

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Planters for Schaefer and Corner of Schlaff and Michigan - EDDDA

Approved: July 1, 2021
Motioned by: Director Janice Cislo
Seconded by: Mayor Jack O'Reilly

WHEREAS: The EDDDA recognizes the benefit of beautifying the districts as destination locations which encourages patronage of businesses; and

WHEREAS: The EDDDA board authorized W H Canon to plant an additional sixteen (16) planters along Schaefer in 2021; and

WHEREAS: The EDDDA Beautification subcommittee recommended during an on-site walk through of the district with W H Canon to add additional planters at the corner of Schlaff and Michigan Avenue; and

WHEREAS: The recommended planter selection for Schaefer is the Lakeside Planter from Landscape Forms, the manufacturer and sole source, (Leaf and Grass Design options; with green grass, canary yellow and sky blue inserts with a steel color exterior finish), with dimensions of 36"W x 23"H, for sixteen (16) total units with a cost of \$15, 510, which includes shipping; and

WHEREAS: The recommended planter selection for the corner at Schlaff, to be placed directly in front of the black iron fencing of adjacent to Habib's and Blick's, is the Hampton Planter Self-Watering Planter by the manufacturer Urbanscape, which comes in a full black option, with dimensions of 28"H x 46"L x 13"W, for six (6) total units with a total of \$2,640; so let it be

RESOLVED: The EDDDA approves the purchase of sixteen (16) Lakeside planters from Landscape Forms for \$15,510 and six (6) Hampton planters from Urbanscape Self-Watering Planters for \$2,640, for a total of \$18,150 expending from account #296-6100-911-34-90; and let it be further

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the EDDDA with Urbanscape and Landscape Forms, subject to review and approval by Corporation Counsel.

Yes: Vice Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, Director Mark Guido, and Director Jay Kruz.

No:

Abstain:

Absent: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Platform Dining Amenities- Amendment I - EDDDA

Date Adopted: July 1, 2021

Motioned by: Secretary-Treasurer Matthew Dietz

Seconded by: Director Mark Guido

- WHEREAS:** It is the goal of East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) to establish areas of increased customer traffic and sales at established businesses with unique attractions; and
- WHEREAS:** The EDDDA wishes to establish outdoor platform dining structures for the purpose of additional seating for restaurants and bars in the district; and
- WHEREAS:** It is estimated that the cost per 8'x40' platform dining set up is \$15,000 for platform, and planter and containment amenities;
- WHEREAS:** Unilock is a sole-source provider of the platform; and
- WHEREAS:** The EDDDA Board authorized a purchase from Unilock of up to \$7600 for one platform dining location from account # 297-6100-911-34-90; and
- WHEREAS:** The EDDDA Board authorized the purchase of planters and bumpers of up to \$5400 (vendor TBD), and seasonal installation and removal of up to \$2,000 from WH Canon; and
- WHEREAS:** Additional items are necessary for the platforms, including cement bumpers, jersey barricades, rubber bumpers, cement bumper installation, and plant materials; and
- WHEREAS:** City of Dearborn DPW will pick up the cement bumpers from Gabbert's, the supplier, and deliver to DPW yard; so let it be
- RESOLVED:** The EDDDA Board authorizes an additional purchase from the vendors listed below to finish the build out for the one platform dining locations for \$6,974.13 plus shipping from account # 297-6100-911-34-90 and 297-6100-911-62-40; and furthermore, let it be
- RESOLVED:** The EDDDA Board authorizes the Manager of the DDDAs to execute necessary contracts, contingent on City Council approval, subject to the review and approval of Corporation Counsel.

Vendor	Purpose	Amount	Account
Wayfair	Planters Good Burger: 12 units	\$218.49 each TOTAL: \$2,621.88	34-90
Gabbert's	cement bumpers: Good Burger: 7 units	\$245	34-90
Tamis Corporation	jersey barricades: Good Burger: 1 unit	\$495 each plus shipping: TOTAL: \$495 plus shipping	34-90
Traffic Safety Store	rubber bumpers: Good Burger: 1 unit	\$50 each plus shipping: TOTAL: \$50 plus shipping	34-90
Traffic Safety Store	150 Ft reflective tape	\$126.50 plus shipping	34-90
Unilock	extra pedestals	\$495.75	34-90
W H Canon	concrete bumper install	\$750	34-90
WH Canon	Soil / plants install	\$1,840	62-40
Aosom	wheelchair ramp	\$350	34-90
TOTAL		\$6,974.13 plus shipping	

Yes: Vice Chairperson Eric Woody, Secretary-Treasurer Matthew Dietz, Mayor Jack O'Reilly, Director Janice Cislo, and Director Mark Guido.

No: Director Jay Kruz

Abstain:

Absent: Chairperson Julia Kapilango, Director Heidi Merino, Director Mary O'Bryan, and Director Kamal Turfah.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Platform Dining Amenities- Amendment II - WDDDA

Date Adopted: June 17, 2021

Motioned by: Mayor Jack O'Reilly

Seconded by: Director Jackie Lovejoy

- WHEREAS:** It is the goal of West Dearborn Downtown Development Authority (WDDDA) and East Dearborn Downtown Development Authority (WDDDA) to establish areas of increased customer traffic and sales at established businesses with unique attractions; and
- WHEREAS:** The WDDDA wishes to establish outdoor platform dining structures for the purpose of additional seating for restaurants and bars in the district; and
- WHEREAS:** It is estimated that the cost per 8'x40' platform dining set up is \$15,000 for platform, and planter and containment amenities; and
- WHEREAS:** The WDDDA authorized up to \$30,000 for two platform dining locations at its February 18, 2021, meeting ; and
- WHEREAS:** An additional location was identified and agreements with all three partnering businesses have been confirmed; and
- WHEREAS:** The WDDDA authorized a total budget of \$45,000 for three platform dining locations at its May 20, 2021 meeting ; and
- WHEREAS:** The WDDDA Board authorized an additional purchase from Unilock of up to \$7600, totaling \$22,800 for three platform dining locations from account # 296-6100-911-34-90; and
- WHEREAS:** The WDDDA Board authorized an additional purchase of planters of up to \$5,400, totaling \$16,200, and additional seasonal installation and removal of up to \$2,000 per location, totaling \$6,000; and
- WHEREAS:** Additional items are necessary for the platforms, including cement bumpers, jersey barricades, rubber bumpers, cement bumper installation, and plant materials; and
- WHEREAS:** City of Dearborn DPW will pick up the cement bumpers from Gabberd's and deliver to DPW yard; so let it be
- RESOLVED:** The WDDDA Board authorizes the purchase of the 36 planters from the lowest competitive bidder to be received on June 25, 2021, by the City of Dearborn Purchasing Department estimated at \$16,200 plus shipping; and furthermore

RESOLVED: The WDDDA Board authorizes an additional purchase from the vendors listed below to finish the build out for the three platform dining locations for \$15,331.50 plus shipping from account # 296-6100-911-34-90 and 296-6100-911-62-40; and furthermore, let it be

RESOLVED: The WDDDA Board authorizes the Manager of the DDDAs to execute necessary contracts, subject to the review and approval of Corporation Counsel.

Vendor	Purpose	Amount	Account
TBD - REBID 6/15/21- lowest competitive bidder	Planters: LA Fork: 12 Great Commoner: 12 Noah's/Cannoli's: 12	\$450 each \$16,200 plus shipping (initial est. \$7,200)	34-90
Gabberd's	cement bumpers: LA Fork: 7 Great Commoner: 7 Noah's/Cannoli's: 7	\$35 each \$735	34-90
Tamis Corporation	jersey barricades: LA Fork: 2 Great Commoner: 1 Noah's/Cannoli's: 1	\$495 each plus shipping: \$1980 plus shipping	34-90
Traffic Safety Store	rubber bumpers: LA Fork: 2 Great Commoner: 1 Noah's/Cannoli's: 1	\$50 each plus shipping: \$200 plus shipping	34-90
Traffic Safety Store	150 Ft reflective tape	\$126.50 plus shipping	34-90
Fairlane Grounds	concrete bumper install	\$5,090	34-90
Fairlane Grounds	Soil / plants install	TBD	62-40
TOTAL		\$22,351.50 plus shipping and plant materials	

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Appointment of Promotions Committee Chair - WDDDA

Approved: June 17, 2021

Motioned by: Director Jackie Lovejoy

Seconded by: Director Thomas Clark

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) appoint the committee members and chairpersons for the joint standing Downtown Dearborn Promotions Committee to lead community engagement in the events, marketing and promotions of Downtown Dearborn; and

WHEREAS: Appointments to the standing committees shall be made annually or as vacancies arise to best maintain the standing committees; and

WHEREAS: The former Chairperson, Sam Abbas, stepped down as Downtown Dearborn Promotions Chair to better focus on the WDDDA Board Chair position; and

WHEREAS: The Promotions Committee recommends Matthew Dietz and Julia Kapilango of the EDDDA to Co-Chair the Downtown Dearborn Promotions Committee; and

WHEREAS: The WDDDA discussed the need for balanced representation between EDDDA and WDDDA for the Promotions Committee Co-Chair position, and recommended to table the action until the July 2021 meeting; so let it be

RESOLVED: That the WDDDA Board tables the appointment of Co-Chairs of the joint standing Downtown Dearborn Promotions Committee to the July 2021 Joint Board meeting.

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Social District Program Amenities Amendment III - 2020- WDDDA

Date Adopted: June 17, 2021

Motioned by: Director Jeff Lynch

Seconded by: Director Jackie Lovejoy

- WHEREAS:** Michigan Public Act 124 of 2020, Social Districts, was signed into law on July 1, 2020, enabling Michigan municipalities to establish Social Districts that allow for “common areas” where two or more contiguous licensed establishments (bars, distilleries, breweries, restaurants and tasting rooms) could sell alcoholic beverages in special designated plastic cups to be taken into the area for consumption;
- WHEREAS:** The WDDDA goal is to establish areas of increased customer traffic and sales at established businesses with unique attractions; and
- WHEREAS:** The West Dearborn Downtown Development Authority (WDDDA) wishes to establish a Social District as presented, following the guidelines provided by the State of Michigan; and
- WHEREAS:** Businesses who participate in the Social District are required to apply for a license through the State of Michigan Liquor License Commission with approval from the City of Dearborn, as well as name the City of Dearborn as an additional insured on their insurance policies and provide proof of coverage; and
- WHEREAS:** The participating businesses will need to pay \$250 application fee to the State of Michigan and must follow all the outlined guidelines and directives from the State of Michigan, City of Dearborn and the WDDDA, for participating in a Social District; therefore, let it be
- WHEREAS:** The WDDDA Board authorized the Social District Plan and the designation of the Social District(s) be presented to the City of Dearborn City Council for approval at the August 20, 2020 Joint DDAs Board meeting; and
- WHEREAS:** The WDDDA Board approved on November 19, 2020, to authorize the Executive Committee to expend up to \$25,000 to obtain the structures, heat, electrical and furnishings, contingent that it is considered an exigency purchase that follows the purchasing ordinance for emergency purchases for the Social District, coming from account # 296-6100-911-51-00; and
- WHEREAS:** The City of Dearborn City Council approved the Social District pilot project through September 30, 2021, at its February 9, 2021, meeting; and
- WHEREAS:** Additional amenities and services will need to be acquired to maintain the Social District pilot project; so let it be
- RESOLVED:** The WDDDA Board authorizes the expenditure of an additional \$65,000 for the amenities and services listed below from accounts # 296-6100-911-51-00 and #296-6100-911-34-90; and let it be

RESOLVED: The WDDDA Board authorizes the Manager of the DDDAs to execute necessary contracts in conjunction with the Social District program, subject to the review and approval of Corporation Counsel.

Service Provider	Item	WDDDA Cost	Account
Beshara	Signage: 92 - 12 x 18 pole signs at \$7/ea. (directional/rules & code of conduct/enter/exit)	Approved \$700; Add an additional \$1150	51-00
Beshara	posters (qty. 100)	\$100	51-00
Malko Media	Signage: 34 - at \$25/ea. (social district signage for a-frames)	\$850	51-00
POW! Strategies, Inc.	Patio heaters (qty. 2)	\$334	51-00
<i>See below:</i>	<i>Entertainment (14 weeks) - at Wagner Place</i>	<i>\$14,000</i>	<i>51-00</i>
Steven Taylor	6/4/21 - entertainment (7-9pm)	\$125	51-00
AJ Lynn (Amy Loskowski)	6/11/21, 7/23/21, 8/13/21, 8/14/21, 8/27/21, - entertainment (7-9pm)	\$625	51-00
Dearborn School of Music	7/16/21, 8/6/21, 9/3/21-entertainment (7-9pm)	\$300	51-00
Visual Ronin	7/30/21, 8/20/21 - entertainment (7-9pm)	\$200	51-00
City of Dearborn	Sanitation services (April-September 30) \$3355/weekly - \$80,520	0	n/a
Fairlane Grounds	Twice Daily Additional Litter Service (April - September)	\$30,000	34-90
TBD	Security (4-weeks)	\$5000	51-00
TBD	Decor	\$10,000	51-00
TBD	Marketing/Advertising/Design	\$10,000	51-00
Home Depot/Omnia Partners	Adirondack Chairs (80) (est. \$160.10 per chair) \$12,808 Previously Approved \$2466	Additional \$10,342 \$2466 Previously	51-00

	through Welcome Back Campaign (equals 15 chairs)	Approved	
Budget Brander	cups (qty. 10K)	\$2,500	51-00

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Tunes at Noon at Wagner Place 2021_Service Providers- Amendment II

Approved: June 17, 2021

Motioned by: Director Jeff Lynch

Seconded by: Director Jackie Lovejoy

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

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

WHEREAS: The WDDDA authorized a budget of \$3700 in expenditures for the 2021 Tunes at Noon at Wager Place events; and

WHEREAS: The WDDDA approved to expend \$2400 for the entertainment service providers from account #296-6100-911-51-00; so let it be

RESOLVED: The WDDDA approves the additional listed service providers for a total of \$1741.50 to expend from account #296-6100-911-51-00; and let it be further

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA for the listed service providers, subject to review and approval by Corporation Counsel.

Vendor	Purpose	Amount
Dearborn School of Music	musical entertainment	\$400
Amy Loskowski	musical entertainment	\$400
Jillian Govan	musical entertainment	\$400
Steve Taylor	musical entertainment	\$400
Gia Warner Canceled - replaced w James Richard	musical entertainment	\$400
Bruce Bailey	musical entertainment	\$400
Beshara	Tent banner	\$75

Beshara	posters(split with Music in the Park and Silent East Disco)	\$30.50
Beshara	A-frame signs- qty. 2	\$40
Pandora	streaming ads (reduced from \$1000 to \$750)	\$750
Brendles's	portajohns - split cost w/ DFM and Movies in the Park	\$696
Times Herald	ad	\$150

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Utility Box Art Competition - WDDDA

Approved: June 17, 2021

Motioned by: Director Jackie Lovejoy

Seconded by: Mayor Jack O'Reilly

WHEREAS: The WDDDA recognizes the benefit of engaging initiatives that market the districts as destination locations and encourages patronage of businesses; and

WHEREAS: The Dearborn Community Fund and Padzieski Gallery propose collaborating with the WDDDA and its Farmers & Artisans Market on an art competition to make utilitarian objects in the West Downtown, in particular utility boxes, into pieces of art; and

WHEREAS: The competition will be opened in June to all artists to submit a design that will be reviewed and selected by the Selection Team and the Design/EV Committee, with final approval from the WDDDA Board, for three different utility box locations in the district along West Village Drive; and

WHEREAS: The artists will be given a stipend of \$1000 each including art supplies. The intent is to have a day of art at the Farmers & Artisans Market featuring the artists as they apply their designs. The total sponsorship is \$3000 for three locations; and

WHEREAS: The Dearborn Community Fund and Padzieski Gallery will manage the project, and the WDDDA will also help support the project with social media and communications about the project; and

WHEREAS: The WDDDA has \$5,000 available remaining this fiscal year for art initiatives; so let it be

RESOLVED: The WDDDA approves the Utility Box Art Competition and agrees to authorize up to \$3000, payable to Dearborn Community Fund, expending from account #296-6100-911-51-00; and let it be further

RESOLVED: The Manager of the DDDAs is authorized to execute contracts on behalf of the WDDDA with the Dearborn Community Fund, subject to review and approval by Corporation Counsel.

Yes: Vice-Chairperson Mohammed Hider, Secretary-Treasurer Jeff Lynch, Mayor Jack O'Reilly, Director Thomas Clark, Director Jackie Lovejoy, Director John McWilliams, and Director Karen Nigosian.

No:

Abstained:

Absent: Chairperson Sam Abbas, Director Mark Guido, and Director Audrey Ralko