



EAST AND WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITIES BOARD OF DIRECTORS MEETING

THURSDAY, DECEMBER 15, 2022

8:00 A.M. – 9:30 A.M.

****IN-PERSON****

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

- I. Call to Order Vice Chairperson Matthew Dietz
- II. Roll Call Secretaries Dabaja & Lovejoy
- III. Joint Meeting Chair for December 2022: Vice Chairperson Matthew Dietz
- IV. Approval of Regular Meeting Minutes November 2022
- V. Treasurer's Report Finance/Treasurers
- VI. Action Items
 - A. Regular Action Items
 - 1. Joint Board Actions
 - a) None
 - 2. EDDDA Actions Only
 - a) Extension of Landscape/Maintenance Contract (December-January '23)
 - b) Open Door Dearborn Grant Level III: Green Brain Comics
 - 3. WDDDA Actions Only
 - a) Budget Reallocation: Street Light Replacements Due To Accidents
- VII. Old Business
 - A. Bryant Library Update
- VIII. Committee Reports
- IX. DDDA Executive Management Team
- X. Economic Development Department Report
- XI. Call to Board of Directors
- XII. Call to Audience 3 min./guest
- XIII. Adjournment

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

November 17, 2022

Joint Board Meeting 8:30 AM – 9:30 AM

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

MINUTES

MEMBERS PRESENT

WEST DDA: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Director Tahrik Alcodray, Director Thomas L. Clark, Director Zaineb A. Hussein, Director Amanda Bright McClanahan, and Director Audrey A. Ralko

EAST DDA: Vice Chairperson Matthew Dietz, Mayor Abdullah Hammoud, Director Zaineb A. Hussein, Secretary-Treasurer Khalil Dabaja, Director Jay P. Kruz, Director Amanda Bright McClanahan, Director Zo Olabi, and Director Kamal Turfah

MEMBERS ABSENT

WEST DDA: Chairperson Sam Abbas, Vice Chairperson Mohammed Hider, and Director Devon O'Reilly

EAST DDA: Director Hamzah Nasser

NON-MEMBERS PRESENT :

CITY OF DEARBORN: Joseph Roemer (Legal), Meryl McKeever (Finance), Massara Zwayen (Planning), Jordan Twardy (ED), Angela Fortino (ED), Steve Horstman (ED), Cristina Sheppard-Decius (DDDA), Helen Lambrix (DDDA), Janet Bloom (DDDA), Steve Deisler (DDDA)

OTHERS: Cheryl Zuellig - Smithgroup, Open Door grants: Jonathan Yono - Robusto's Cigar and Mazen Muraser - Red Eye Smoke Shop

I. Call to Order

WDDDA Secretary-Treasurer Jackie Lovejoy called the meeting to order at 8:12am

II. Roll Call

EDDDA Vice-Chairperson Matthew Dietz called the roll for Board Members for East DDDA. A quorum was present.

WDDDA Secretary-Treasurer Jackie Lovejoy called the roll for Board Members for West DDDA. A quorum was present.

III. Joint Meeting Chair for November 2022: Secretary-Treasurer Jackie Lovejoy

IV. Approval of Regular Meeting October 2022 Minutes

A. Approval of Regular Meeting October 2022 Minutes:

EDDDA - A motion to approve the minutes was made by Vice-Chairperson Matthew Dietz, seconded by Director Kamal Turfah. Voice vote passed unanimously. Motion passed. Minutes approved.

WDDDA - A motion to approve the minutes was made by Director Amanda Bright McClanahan, seconded by Director Thomas Clark. Voice vote passed unanimously. Motion passed. Minutes approved.

V. Treasurer's Report

EDDDA: Meryl McKeever from Finance reviewed the financial statement dated October 31, 2022. Revenue to date totaled \$667,383. Total expenditures totaled \$190,499. The current cash position equals \$1,001,133 and it is estimated the EDDDA's cash position at the end of the fiscal year would be \$200,393.

WDDDA: Meryl McKeever from Finance reviewed the financial statement dated October 31, 2022. Revenue to date totaled \$566,474. Total expenditures totaled \$144,939. The current cash position equals \$1,368,326 and it is estimated the WDDDA's cash position at the end of the fiscal year will be \$593,000.

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

VI. EDDDA Pedestrian "CulturAlley" Concept

Cheryl Zuellig, landscape architect of Smithgroup, presented the concept and goals of the pedestrian alley project behind the former Citizens Bank location and south of Adonis Restaurant for the West and between the 5050 Building and Masri building on

the East. Project information was included in the digital supplemental packet. The project received a RAP grant of little over \$787,000 in 2022 to match what is in Capital Improvement funds. The project has until 2026 for completion of the project.

One issue that was noted was the Schaefer Road curbing needs to be closed up to stop car traffic entering the alley behind Masri.

Mayor Hammoud stated the struggle is what becomes of the former Citizens Bank and Adonis locations since it might dictate the use of the space.

Cristina Sheppard-Decius stated Frank with the Citizens property and owner of Adonis were involved in the meetings and agreed to the plans. This can help build confidence in the space and help with recruitment. Funding help can come from AANM has offered to help, along with Masri Clinic. Also, since sanitation/stormwater work will be required, monies might be available through programs for that. Also, EDDDA could earmark additional funds in addition to the CIP plus if survey work was brought in house, that would be an approximate \$25,000 savings.

Mayor Hammoud asked to have a retaining wall so patrons aren't looking into a large open parking lot. He also stated that the administration will be announcing the parks project within a few weeks which includes the City Hall Park.

Director Turfah stated that it should be considered to open up the 5050 building as it was planned before to give access to the lot behind and also put in a park in the unused parking lot.

Cristina Sheppard-Decius stated there are plans for the 5050 parking lot and Neckel parking lots that could be referenced.

VII. Action Items

A. Regular Action Items

1. Joint Board Actions

a) 2023 Event Calendar

The EDDDA and WDDDA value programming events and activities to engage the community and bring a vibrancy and a positive economic impact to the districts. The EDDDA and WDDDA approved Dearborn Restaurant Week and WDDDA also approved Dearborn Farmers & Artisans Market at the October 20, 2022 Joint Board meeting.

The Promotions Committee has reviewed and offered the included events schedule for 2023 for the boards' review and approval.

It was resolved that the WDDDA agrees to approve the following events and promotions for the 2023 event season, which are funded by the Community Promotions Budget account # 296-6100-911-51-00:

Event	Date
Dearborn Restaurant Week	March 3-12, 2023
Historic Preservation Month	May 2023
Ramadan Promotions	March 22 - April 21, 2023
Movies in the Park	June 9, July 7, August 11, September 8, 2023
Ladies Night Out/Adventures on the Ave	June 1-3, 2023
Dearborn Farmers & Artisans Market	June 16-September 15, 2023
Kids Days at the Market	June 16, July 21, August 18, 2023
Friday Nite Music & Food Rallies	June 23, July 28, August 25, 2023
Fall Perennial Exchange	September 16, 2023
Adopt -a- Tree Well	October 1 - November 1, 2023
Pumpkin Carving	October 28, 2023
Trick-or-Treat	October 28, 2023
Small Business Saturday and Shop Small Promotions	November 25 - December 24, 2023
Winterfest Market	December 9, 2023

It was resolved that the EDDDA agrees to approve the following events and promotions for the 2023 event season, which are funded by the Community Promotions Budget account # 297-6100-911-51-00:

Event	Date
Dearborn Restaurant Week	March 3-12, 2023
Historic Preservation Month Tour and Promotion	May 2023
Ramadan Promotions	March 22 - April 21, 2023

Event	Date
Spring Perennial Exchange	May 20, 2023
Movies in the Park	June 30, July 14, August 18, and September 15, 2023
Adopt- a- Tree Well	October 1 - November 1, 2023
Pumpkin Carving	October 28, 2023
Trick-or-Treat	October 28, 2023
Small Business Saturday and Shop Small Promotions	November 25 - December 24, 2023

For WDDDA, motion to approve was made by Mayor Abdullah Hammoud, and seconded by Director Amanda Bright McClanahan. A voice vote passed unanimously. Motion approved.

For EDDDA, Director Kamal Turfah made the motion to approve. Seconded by Director Zaineb Hussein. A voice vote passed unanimously. Motion approved.

b) Nominating Committee

The EDDDA and WDDDA recognize the need to form a Nominating Committee for the annual nomination of officers to be elected by the board and serve as the Executive Committee.

The WDDDA board authorizes Board members Zaineb Hussein, Jackie Lovejoy, and Devon O'Reilly to be appointed to the 2023 Officer Nominating Committee.

The EDDDA board authorizes Board members Zaineb Hussein, Khalil Dabaja, and Jay Kruz to be appointed to the 2023 Officer Nominating Committee.

For WDDDA, motion to approve was made by Mayor Abdullah Hammoud, and seconded by Director Amanda Bright McClanahan. A voice vote passed unanimously. Motion approved.

For EDDDA, Secretary-Treasurer Khalil Dabaja made the motion to approve. Seconded by Director Kamal Turfah. A voice vote passed unanimously. Motion approved.

c) Waiver of Absences

The WDDDA and EDDDA board members have provided their reasons for absences for the 2022 calendar year for absence waiver consideration.

The following WDDDA Board Members have met the criteria for absence waivers for June 2022 to October 2022 monthly board meetings, excluding any special board meetings:

Sam Abbas- August 2022;
Mohammed Hider - June 2022, July 2022 and October 2022;
Amanda Bright McClanahan - October 2022.

The WDDDA agrees to approve the presented absence waivers and excuses the absences of Sam Abbas, Mohammed Hider, and Amanda Bright McClanahan for monthly meetings conducted from June 2022 to October 2022.

The following EDDDA Board Members have met the criteria for absence waivers for the June 2022 to October 2022 monthly board meetings, excluding any special board meetings:

Eric Woody - July 2022;
Jay Kruz - August 2022;
Amanda Bright McClanahan - October 2022;
Kamal Turfah - October 2022;
Khalil Dabaja - September 2022;
Zo Olabi - July 2022.

The EDDDA agrees to approve the presented absence waivers and excuses the absence as indicated by Eric Woody, Jay Kruz, Amanda Bright McClanahan, Kamal Turfah, Khalil Dabaja, and Zo Olabi for the monthly meetings conducted from June 2022- October 2022.

For WDDDA, motion to approve was made by Mayor Abdullah Hammoud, and seconded by Director Tahrik Alcodray. A voice vote passed unanimously. Motion approved.

For EDDDA, Director Kamal Turfah made the motion to approve. Seconded by Director Amanda Bright McClanahan. A voice vote passed unanimously. Motion approved.

2. EDDDA Actions Only

a) Reappropriation of Funds for Holiday Lights & Snow Removal

The EDDDA board has budgeted funds for holiday lights and Ramadan lighting and for snow removal for this fiscal year, FYE2023, but there still remains a gap in funding so monies are being requested to be reappropriated.

The EDDDA board budgeted \$20,000 for holiday lights and Ramadan lighting and \$32,500 for snow removal for FYE2023.

The EDDDA board authorized up to \$35,000 for holiday and Ramadan lighting and up to \$69,390 for snow removal at its October 2023 Board Meeting.

The financial gap between the two accounts and what the EDDDA board has authorized spending up to is \$53,388 with \$16,498 attributed to the holiday and Ramadan lights and \$36,890 for snow removal.

The EDDDA board directed the Executive Committee to determine where best to reappropriate funds from and recommends reappropriating \$16,498 from Community Promotions account #297-6100-911-51-00 to Holiday Lights and Ramadan Lighting account #297-6100-911-34-90, and \$32,802 from Community Promotions account #297-6100-911-51-00 to Snow Removal account #297-6100-911-34-90.

The reappropriations recommended are from the following line items of Community Promotions: SEO \$2500, Dearborn Farmers & Artisans Market \$15,000, Earth Week \$2000, Photography \$2300, Sidewalk Sale \$2500, Wayfinding \$10,000, Music Series/Jazz on the Ave \$15,000, remaining balance of Fall Promotions after 2022 is completed, for a total of \$49,300 plus Fall Promotions balance.

It was resolved the EDDDA board approved to reappropriate funds of \$16,498 from Community Promotions account #297-6100-911-51-00 to Holiday Lights and Ramadan Lighting, account #297-6100-911-34-90 and \$32,802 from Community Promotions account #297-6100-911-51-00 to Snow Removal account #297-6100-911-34-90.

For EDDDA, motion to approve was made by Mayor Abdullah Hammoud, and seconded by Director Amanda Bright McClanahan. A voice vote passed unanimously. Motion approved.

b) Open Door Dearborn Grant: Red Eye Smoke Shop

Mazen Munaser, applicant and owner of Red Eye Smoke Shop is leasing the lower retail space at 13254 Michigan Ave., and plans to renovate the facade and interior main floor unit of the two story building for a new smoke shop. Mr Munaser also owns the property 13252 Michigan Avenue to the east (Socotra Juice).

The applicant has applied to the EDDDA for a Level III grant from the Open-Door Dearborn grant program in the amount of \$10,000 for facade improvements and interior renovation.

Mr. Munaser plans to clean and repair the limestone, and replace the newly installed EFIS material with stone or brick material. The repairs and new materials will match what is being applied to the storefront next door at 13252 Michigan Ave. A new business sign will be installed on the base floor band above the door located at the corner of the building. The

interior renovation includes demolition and new flooring. The stated renovations are anticipated to be completed by the end of fall 2022.

A sketch and 3 quotes have been provided for the improvements. Mr. Munaser has agreed to the details of the exterior and interior repairs outlined in the supplemental board documents. The quotes include USAF Construction for \$25,475.00, AK Interior Design for \$23,500 and Quality Carpet and Construction at \$21, 829.

The Design/EV Committee met on October 26, 2022, and recommended conditional approval of the \$10,000 grant, subject to the following conditions:

- Remove EFIs, retain and repair the existing limestone
- Remove EFIS and replace it with stone or brick as permitted in the EDDDA Design Guidelines
- Paint black or replace the door with a new black aluminum doorway. Paint entry door way sidewalls black (Socotra)
- Reinstall limestone medallion over door
- Retain EFIS, paint to match limestone, and place a new sign on the curved corner EFIS panel (Elite).
- Proposed sign - placed on curved panel on painted EFIS (E), Scale down size of sign to meet city sign permit standards.
- Window signs must be reduced to meet permit requirements and LED window lights must be removed per city ordinance.

The EDDDA hereby awards a Level III grant up to \$10,000 from the Open Door Dearborn Business Grant Program to Mazen Munaser, dba Red Eye Smoke Shop, located at 13254 Michigan Ave., from account #297-6100-911-34-90, contingent upon meeting required conditions imposed by Design/EV Committee; and subject to review and approval of Corporation Counsel.

This award is also conditioned upon the owner of the building at 13254 Michigan Avenue removing the improperly installed stucco/EIFS material on the outside of the building, and comply with all Dearborn Code provisions, including issuance of a certificate of occupancy.

For EDDDA, motion to approve was made by Director Kamal Turfah, and seconded by Mayor Abdullah Hammoud. A voice vote passed unanimously. Motion approved.

3. WDDDA Actions Only

a) Open Door Dearborn Grant: Robusto's

The applicant and property owner, Jonathan Yono, plans to renovate the interior and exterior sign located at 22263 Michigan Avenue in the WDDDA District.

The applicant has applied for Level I of the Open Door Dearborn grant program, requesting a grant of \$2,500 for a new sign to be located on the exterior facade of the building.

At the October 26, 2022, regular meeting of the Design/EV Committee, the committee unanimously approved recommending to the WDDDA Board funding the applicant for a Level I Open Door Dearborn Grant in the amount of \$2,500.00, with a requirement to follow all required WDDDA and City design guidelines and secure a city sign permit.

The WDDDA awards a Level I grant for \$2,500.00 from the Open Door Dearborn grant program from account #297-6100-911-34-90 to Robusto's Cigar Bar, for a new business sign conditioned upon receiving all required city permits, removal of existing signage and temporary signage on metal canopy, and subject to review and approval of Corporation Counsel.

For WDDDA, motion to approve was made by Mayor Abdullah Hammoud, and seconded by Director Jackie Lovejoy. A voice vote passed unanimously. Motion approved.

b) Award Contract to Morse Moving and Storage

Two Outdoor Seating Platform were purchased by the WDDDA in 2021 for La Fork Restaurant on Howard St. and Noah's Smokehouse / Cannoli's on Monroe Street.

La Fork and Noah's / Cannoli's has decided they do not want to use the platforms, planters, barricades and bumpers in 2023.

The WDDDA staff has secured three quotes to dismantle, move and store the platforms at City Yards with Morse Moving as the lowest quote at \$2,998.00 (the other two bids were Fairlane Grounds at \$10,210 and City DPW at \$4,000).

The WDDDA already expended \$2249 for moving and storing the greenhouses, but had not budgeted for the expenditure.

The WDDDA Board approves a budget reallocation of \$5,247.00 from Streetscape Enhancements line item 296-6100-911-34-90 to cover the cost to move and store two platforms and previously expended costs of moving the greenhouses.

It was resolved that the WDDDA 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.

For WDDDA, motion to approve was made by Mayor Abdullah Hammoud, and seconded by Director Thomas Clark. A voice vote passed unanimously. Motion approved.

VIII. Old Business

Cristina - Bryant Library lot - waiting on revised budget since survey engineering is done. There will be a need for additional funds to complete the project. We can bring that back in December.

Vision Plan - Might come to board in December or later. Jordan's team has taken lead on the project now.

Additional board packet items at table to add to Board Manual (last tab) - Downtown Management Checklist, Committee and Board schedules for 2023, and TIF information from MDA.

Meetings coming up in the next couple weeks for South Connector Streetscape for WDDDA and concept improvements for Lot E. DDDA office will contact property owners around those areas to include in the meetings.

POW! Strategies team is taking next month to wrap everything up to turn over next month. December 6 is the move out date. The team will be remote at that point.

IX. Committee Reports

Promotions: Helen Lambrix- Had Pumpkin Carving and Trick or Treat October 29. Both events were fabulously attended. Thank you to Dearborn Fresh and Westborn Market for the pumpkin donations. In EDDDA, for many attendees it was the first time they attended the event and for some it was the first time ever carving a pumpkin. Over 50 businesses participated in both districts for Trick or Treat.

Shop Small promotion kicks off November 19. Radio and TV will start - Click on Detroit and Comcast is in place inviting people to come shop, eat and enjoy the downtown.

Lights are starting to go up on businesses. Bandwango - mobile shopping pass with 17 businesses that are currently live. Going through final checks to bring on the final list of businesses. Bandwango is year round. Businesses get a unique link. Shoppers get points and get a prize, so incentivizes shopping.

Social Media Report - For October, we had over 100K impressions, 7k engagements, gained over 200 followers. Annually we are at 2.1 million impressions, 76K engagements - a 46% improvement from last year. 19,799 followers over all platforms, over the 18K benchmark, and trying to push to 20,000 before the end of year.

Design/Economic Vitality (DEV): Steve Deisler - We are working on getting a couple more applicants in this month - Green Brain with facade improvements and Baba's Grill for landscaping. We also hope to get a couple more applicants in before end of year into the program.

Bike Share - Cristina Sheppard-Decius - The November and December meetings are canceled. Jordan is having internal conversations on bikes and scooters and plan to bring to the meeting in January. Looking at doing a pilot program.

Steering Committee - Cristina Sheppard-Decius - Have worked on draft content of bylaws that would need to be used for 501(c)3. We also had a cohort meeting with MEDC with Main Street. Had good Dearborn attendance. Cristina sent out to the boards the information presented. Building friends and funders for the program this next year.

X. DDDA Executive Management Team

Shop Small banners - DPW gave the DDDA first time charges for install and it is over \$3000 and currently not budgeted. We were also notified there are staff issues so may not have someone available to do install. We can budget in the future for such costs. Amanda - have Jordan and Angela check on since first time charges are coming through but the department is looking to accurately track costs for non-profits/departments who use DPW services.

XI. Economic Development Department Report

Jordan Twardy- We are on track with staffing plan. Introduced Angela Fortino, the new Deputy Director in Economic Development who started November 14. A lot of good candidates coming in for listed positions. Plan to have hires in by December 25. Angela Fortino - presented memo on transition and positions. Steve Horstman will continue to work with Janet Bloom on the office move. Also listed events and will plan to execute what the board has approved.

XII. Call to Board of Directors

Secretary-Treasurer Jackie Lovejoy - Holiday Gala & Auction is happening December 1 from 5 pm - 9pm at the Glass Academy. One of the major fundraisers for the Dearborn Chamber. Live entertainment, 10 restaurants, and an auction which you can do online or in-person.

Mayor Abdullah Hammoud - Christmas Tree lighting ceremony on Monday, November 21. Replacing the current tree at the Ford Performing Arts Center. Director Zaineb Hussein - Program is at 6 pm and a social post is going out soon and asking others to share.

Director Amanda Bright McClanahan - city wide auction to make room and get rid of forfeitures from police and other items - vehicles, tools, etc. It's December 5 in-person, at the Motor Transit Building. Preview is available.

XIII. Call to Audience

N/A

XIV. Adjournment

Meeting adjourned at 9:45 a.m. A motion was made by Mayor Abdullah Hammoud, seconded by Director Zaineb Hussein.

Approved by:

Jackie Lovejoy, Secretary-Treasurer, WDDDA

Khalil Dabaja, Secretary-Treasurer, EDDDA

Financial Statement Summary

		FY2021	FY2022	FY2023					
		Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance	Actual %
Revenue									
296-0000-311.40-00	Property Tax Capture	\$ 852,811	812,618	\$ 794,700	\$ 794,700	\$ 546,074	\$ -	\$ 248,626	69%
	Brownfield Tax Capture	247,631	244,839	219,600	219,600	-	-	\$ 219,600	0%
Tax Revenue Total:		\$ 1,100,442	\$ 1,057,457	\$ 1,014,300	\$ 1,014,300	\$ 546,074	\$ -	\$ 468,226	
296-6110-330.01-90	Farmer's Market Federal Grant	-	-	1,500	1,500	-	-	1,500	0%
296-6110-369.90-00	Farmer's Market Miscellaneous	11,745	26,961	20,000	20,000	80	-	19,920	0%
296-6100-365.90-00	Donations from a Private Source	2,855	35,130	31,750	31,750	2,500	-	29,250	8%
296-6100-322.40-10	Events Revenue	(3,900)	10,725	5,375	5,375	-	-	5,375	0%
296-0000-361.10-05	Interest Income	94	(7,942)	363	363	2,785	-	N/A	
Donations & Farmer's Market Total:		\$ 15,463	\$ 67,534	\$ 58,988	\$ 58,988	\$ 5,365	\$ -	\$ 56,045	9%
296-0000-391.91-01	Contributions from the General Fund	35,105	35,105	45,105	45,105	18,794	-	26,311	42%
296-0000-330.04-90	Other (from State for Building / Business Incentives)	-	-	-	-	25,000	-	N/A	
General Fund Contribution and Other Total:		-	-	-	-	43,794	-	26,311	
Total Revenues:		\$ 1,115,905	1,124,991	\$ 1,073,288	\$ 1,073,288	\$ 595,233	\$ -	\$ 550,582	55%
296-6100-911.30-40	Audit Services	400	400	400	400	-	-	400	0%
296-6100-435.98-00	Undistributed Appropriation	-	-	30,000	30,000	-	-	30,000	0%
296-2972-463.34-90	Sanitation Contractual Services	28,260	22,260	35,920	35,920	-	11,565	24,355	32%
296-6100-911.34-90	Development Contractual Services	544,163	451,489	608,035	763,535	109,490	146,855	507,190	34%
296-6110-911.34-90	Farmer's Market Contractual Services	19,821	19,755	25,000	25,000	9,688	425	14,887	40%
296-6100-911.41-75	Water/Sewage	4,873	4,430	4,873	6,628	878	1,557	4,193	37%
296-6100-911.43-82	Copier Repair & Maintenance Services	886	446	350	350	-	-	350	0%
296-6100-911.44-10	Building Rental	10,830	11,415	12,140	12,140	6,000	1,000	5,140	58%
296-6100-911.51-00	Community Promotion	179,457	138,518	248,230	301,417	49,424	63,838	188,155	38%
296-6100-911.52-10	Insurance	5,829	6,013	11,826	11,826	4,930	-	6,896	42%
296-6100-911.53-00	Communications	1,046	957	1,093	1,093	390	439	264	76%
296-6100-911.58-10	Training & Transportation	725	670	3,500	3,500	-	-	3,500	0%
296-6100-911.60-10	Office Supplies	63	1,461	1,500	1,500	202	-	1,298	13%
296-6100-911.60-20	Postage	-	2	350	350	5	-	345	1%
296-6100-911.61-90	Non-Capital Equipment	4,426	-	25,000	29,290	-	17,854	11,436	61%
296-6100-911.62-40	Planting Materials	21,944	26,682	67,332	67,332	-	10,039	57,293	15%
296-6100-911.65-00	Memberships	148	462	940	940	-	-	940	0%
296-6100-980.92-75	Transfer to Brownfield Redevelopment Authority	247,631	244,839	219,600	219,600	-	-	219,600	0%
296-6100-980.96-34	Facilities Fund	37,500	-	-	-	-	-	-	0%
Total Expenditure		\$ 1,108,002	\$ 929,799	\$ 1,296,089	\$ 1,510,821	\$ 181,007	\$ 253,572	\$ 1,076,242	29%
Revenues Over/(Under) Expenditures		\$ 7,903	\$ 195,192	\$ (222,801)	\$ (437,533)	\$ 414,226	\$ (253,572)	\$ (525,660)	

Balance Sheet

Current

Equity in Pooled Cash	Cash Position	\$ 1,808,390
Current Assets	Current Receivables	17,485
	Unearned Income	550,582
Current Liabilities	Current Liabilities	(34,001)
	Encumbrances	(253,572)
	Uncommitted Budget	(1,076,242)
	Estimated Ending Cash Position	\$ 1,012,642

Expenditure Details		FY2021	FY2022	FY2023					
		Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance	Actual %
Beautification									
296-2972-463.34-90	Sanitation Contractual Services	\$ 28,260	22,260	\$ 35,920	\$ 35,920	\$ -	\$ 11,565	\$ 24,355	32%
296-6100-911.34-90	Holiday Décor & Installation	1,440	1,461	50,000	50,000	1,498	-	48,502	3%
296-6100-911.34-90	Ramadan Lighting	-	-	10,000	10,000	-	-	10,000	0%
296-6100-911.34-90	Landscape & Maintenance	303,486	139,069	172,350	172,350	-	32,366	139,984	19%
296-6100-911.34-90	Snow Removal	36,500	40,585	47,450	47,450	-	-	47,450	0%
296-6100-911.34-90	Michigan Ave Lightpoles	-	-	25,000	25,000	-	-	25,000	0%
296-6100-911.34-90	Planning: Streetscapes (South Connectors)	-	-	10,000	10,000	-	-	10,000	0%
296-6100-911.34-90	Pest Control	-	-	8,500	8,500	-	-	8,500	0%
296-6100-911.34-90	Platform Dining	21,503	24,041	-	-	2,249	(2,249)	-	0%
296-6100-911.34-90	Bike Facilities & Scooters	-	-	10,000	10,000	-	2,592	7,408	26%
296-6100-911.34-90	Streetscape Enhancements	-	37,679	20,000	93,539	18,000	11,579	63,960	32%
296-6100-911.62-40	Planting Materials	21,944	26,682	67,332	67,332	-	10,039	57,293	15%
Total Beautification		\$ 413,133	291,777	\$ 456,552	\$ 530,091	\$ 21,747	\$ 65,892	\$ 442,452	17%
Development									
296-6100-911.51-00	General Marketing (banners, printing, social media)	13,384	25,954	\$ 40,000	\$ 40,000	\$ 8,646	\$ 9,731	\$ 21,623	46%
296-6100-911.51-00	Branding / Graphic Design	40,506	50,584	35,000	76,687	6,818	39,931	29,938	61%
296-6100-911.51-00	CTM Brochure Distribution	1,803	292	-	-	-	-	-	0%
296-6100-911.51-00	Photography	-	2,214	2,500	4,000	-	-	4,000	0%
296-6100-911.51-00	Metro Mode / Issue Media	10,501	4,500	4,500	4,500	1,002	-	3,498	22%
296-6100-911.51-00	Website Hosting & Domain Registration	1,074	714	1,680	1,680	225	-	1,455	13%
296-6100-911.51-00	Henry Ford Promotion Package	5,600	-	5,600	5,600	5,600	-	-	100%
296-6100-911.51-00	Community Art Enhancement	-	3,000	5,000	5,000	-	-	5,000	0%
296-6100-911.51-00	Dearborn Art Month	-	-	1,000	1,000	-	-	1,000	0%
296-6100-911.51-00	Fall Promotions	150	88	1,000	1,000	80	-	920	8%
296-6100-911.51-00	Shop Small Business Saturday/Holiday Promotions	20,755	23,090	33,500	33,500	7,150	12,841	13,509	60%
296-6100-911.51-00	Restaurant Week	37,021	10,989	16,500	16,500	180	1,000	15,320	7%
296-6100-911.51-00	Tunes at Noon	1,300	2,864	5,000	5,000	2,411	-	2,589	48%
296-6100-911.51-00	Friday Nites Concert Series	6,153	7,474	30,000	30,000	10,865	50	19,085	36%
296-6100-911.51-00	Movies In the Park	2,889	2,132	5,000	5,000	2,453	160	2,387	52%
296-6100-911.51-00	Ladies Night Out	-	90	4,500	4,500	-	100	4,400	2%
296-6100-911.51-00	Perennial Exchange	-	189	700	700	275	-	425	39%
296-6100-911.51-00	Kids Day	-	2,369	10,000	10,000	1,720	25	8,255	17%
296-6100-911.51-00	Farmer's Market Promotions	2,700	-	-	-	-	-	-	0%
296-6100-911.51-00	Wayfinding	-	-	20,000	30,000	-	-	30,000	0%
296-6100-911.51-00	Downtown Day Sale	-	-	2,500	2,500	-	-	2,500	0%
296-6100-911.51-00	SEO/SEM	-	-	5,000	5,000	-	-	5,000	0%
296-6100-911.51-00	Beer Festival	-	-	2,000	2,000	2,000	-	-	100%
296-6100-911.51-00	Covid Comeback Market	35,621	-	-	-	-	-	-	0%
296-6100-911.51-00	Social District	-	1,975	10,000	10,000	-	-	10,000	0%
296-6100-911.51-00	Swag	-	-	2,500	2,500	-	-	2,500	0%
296-6100-911.51-00	Translation Services	-	-	1,000	1,000	-	-	1,000	0%
296-6100-911.51-00	Earth Day	-	-	3,000	3,000	-	-	3,000	0%
296-6100-911.51-00	Volunteer Recognition	-	-	750	750	-	-	750	0%
296-6110-911.34-90	Farmer's Market Contractual Services	19,821	19,755	25,000	25,000	9,688	425	14,887	40%
296-6100-911.34-90	Building / Business Incentives	7,500	10,000	25,000	90,000	20,000	-	70,000	22%
Total Development		\$ 206,778	168,273	\$ 298,230	\$ 416,417	\$ 79,113	\$ 64,263	\$ 170,904	34%
Planning & Administration									
296-6100-911.34-90	Pow Strategies	173,054	194,635	186,718	186,718	54,605	35,846	96,267	48%
296-6100-911.34-90	Pow Strategies - SmithGroup	-	-	41,518	58,479	13,137	66,721	(21,380)	137%
296-6100-911.34-90	PR Monitor	-	-	1,500	1,500	-	-	1,500	0%
		\$ 173,054	194,635	\$ 229,735	\$ 246,696	\$ 67,742	\$ 102,567	\$ 76,387	69%
various (comment)	Other Office Expenses	9,097	10,409	19,959	19,959	5,527	439	18,186	30%
296-6100-911.34-90	Office Cleaning	680	4,021	-	-	-	-	-	0%
296-6100-911.44-10	Building Rental	10,830	11,415	12,140	12,140	6,000	1,000	5,140	58%
296-6100-911.61-90	Non-Capital Equipment (lighting, repairs)	4,426	-	25,000	29,290	-	17,854	11,436	61%
296-6100-435.41-75	Water / Sewage	4,873	4,430	4,873	6,628	878	1,557	4,193	37%
296-6100-435.98-00	Undistributed Appropriation	-	-	30,000	30,000	-	-	30,000	0%
296-6100-980.92-75	Transfer to Brownfield Redevelopment Authority	247,631	244,839	219,600	219,600	-	-	219,600	0%
296-6100-980.96-34	Facilities Fund-Bryant Library	37,500	-	-	-	-	-	-	0%
Total Planning & Administration		\$ 488,091	469,749	\$ 541,307	\$ 564,313	\$ 80,147	\$ 123,417	\$ 364,942	36%
Total Expenditure		\$ 1,108,002	929,799	\$ 1,296,089	\$ 1,510,821	\$ 181,007	\$ 253,572	\$ 1,076,242	29%

Contractual Services
Community Promotions
Other Operating Expenses

Financial Statement Summary		FY2021	FY2022	FY2023					
		Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance	Actual %
297-0000-311.40-00	Property Tax Capture	\$ 386,278	\$ 589,096	\$ 528,900	\$ 528,900	\$ 623,397	\$ -	N/A	118%
	Brownfield Tax Capture	457,004	274,220	261,200	261,200	-	-	\$ 261,200	0%
Tax Revenue Total		\$ 843,282	\$ 863,316	\$ 790,100	\$ 790,100	\$ 623,397	\$ -	\$ 261,200	79%
297-0000-330.05-14	Local Community Stabilization Authority	23,965	24,712	20,713	20,713	26,550	-	N/A	128%
297-6100-365.90-00	Donations from a Private Source	10,250	24,300	23,750	23,750	-	-	23,750	0%
297-0000-361.10-05	Interest Income	97	(6,479)	298	298	1,891	-	N/A	635%
297-6100-322.40-10	Events Revenue	(4,800)	10,300	6,250	6,250	-	-	6,250	0%
297-6100-369.90-00	Miscellaneous Income	-	14,613	31,906	31,906	1,805	-	30,101	6%
Donation Revenue Total		\$ 29,512	\$ 67,446	\$ 82,917	\$ 82,917	\$ 30,246	\$ -	\$ 60,101	36%
297-0000-391.91-01	Contributions from the General Fund	22,620	37,620	41,220	41,220	17,175	-	24,045	42%
Contribution Total		\$ 22,620	\$ 37,620	\$ 41,220	\$ 41,220	\$ 17,175	\$ -	\$ 24,045	42%
Total Revenue		\$ 895,414	\$ 968,382	\$ 914,237	\$ 914,237	\$ 670,818	\$ -	\$ 345,346	73%
Expenditure									
297-6100-911.30-40	Audit Services	\$ 800	\$ 800	\$ 800	\$ 800	\$ -	\$ -	800	0%
297-2972-463.34-90	Sanitation Contractual Services	10,845	27,565	41,220	41,220	35,475	2,750	2,995	93%
297-6100-911.34-90	Development Contractual Services	324,419	378,571	423,405	608,850	123,344	111,289	374,217	39%
297-6100-911.43-82	Copier Repair & Maintenance Services	886	446	350	350	-	-	350	0%
297-6100-911.44-10	Building Rental	10,830	11,415	12,140	12,140	6,000	1,000	5,140	58%
297-6100-911.51-00	Community Promotion	157,917	122,898	161,530	106,765	28,512	49,149	29,104	73%
297-6100-911.52-10	Insurance	6,234	6,937	10,996	10,996	4,580	-	6,416	42%
297-6100-911.53-00	Communications	1,046	957	1,093	1,093	390	439	264	76%
297-6100-911.58-10	Training & Transportation	1,075	475	3,500	3,500	-	-	3,500	0%
297-6100-911.60-10	Office Supplies	63	1,526	1,500	1,500	192	-	1,308	13%
297-6100-911.60-20	Postage	-	8	350	350	5	-	345	1%
297-6100-911.61-90	Non-Capital Equipment	-	-	5,000	6,430	-	-	6,430	0%
297-6100-911.62-40	Planting Materials	30,395	65,325	52,500	52,500	10,250	9,150	33,100	37%
297-6100-911.65-00	Memberships	148	462	940	940	-	-	940	0%
297-6100-911.68-90	Other Operating Expenses	-	-	14,203	14,203	14,203	-	-	100%
297-6100-980.92-75	Transfer to Brownfield Redevelopment Authority	457,004	274,220	261,200	261,200	-	-	261,200	0%
Total Operating Expenditures		\$ 1,001,662	\$ 891,605	\$ 990,727	\$ 1,122,837	\$ 222,951	\$ 173,777	\$ 726,109	35%
297-6100-435.45-10	Architect & Engineering Services	-	-	59,501	59,501	-	16,831	42,670	28%
297-6100-435.45-20	Construction Contractor	-	-	137,785	137,785	-	137,147	638	100%
297-6100-435.98-00	Undistributed Appropriation	-	-	5,694	5,694	-	-	5,694	0%
Total Capital Expenditures		-	-	202,980	202,980	-	153,978	49,002	76%
Total Expenditure		\$ 1,001,662	\$ 891,605	\$ 1,193,707	\$ 1,325,817	\$ 222,951	\$ 327,755	\$ 775,111	42%
Revenues Over/(Under) Expenditures		\$ (106,248)	\$ 76,777	\$ (237,538)	\$ (411,580)	\$ 447,867	\$ (327,755)	\$ (429,765)	
Balance Sheet						Current			
Equity in Pooled Cash	Cash Position					\$ 1,417,410			
Current Assets	Current Receivables					-			
	Unearned Income					345,346			
Current Liabilities	Current Liabilities					(44,590)			
	Encumbrances					(327,755)			
	Uncommitted Budget					(775,111)			
	Estimated Ending Cash Position					\$ 615,300			

Expenditure Details		FY2021	FY2022	FY2023						
		Audited	Unaudited	Adopted	Amended	Actual	Encumbered	Balance	Actual %	
Beautification										
297-2972-463.34-90	Sanitation Contractual Services	\$ 10,845	\$ 27,565	\$ 41,220	\$ 41,220	\$ 35,475	\$ 2,750	\$ 2,995	93%	
297-6100-911.34-90	Holiday Décor & Installation	1,402	4,410	10,000	26,498	1,498	-	25,000	6%	
297-6100-911.34-90	Ramadan Lighting	-	-	10,000	10,000	-	-	10,000	0%	
297-6100-911.34-90	Landscape & Maintenance	70,206	72,913	65,170	65,170	36,850	10,388	17,932	72%	
297-6100-911.34-90	Snow Removal	25,000	39,460	32,500	65,302	-	(562)	65,864	-1%	
297-6100-911.34-90	Platform Dinning	-	5,015	-	-	-	-	-	0%	
297-6100-911.34-90	Artspace, Public Space Design	5,638	9,020	-	-	2,255	-	(2,255)	0%	
297-6100-911.34-90	Dumpster Enclosures	-	-	15,000	15,000	-	-	15,000	0%	
297-6100-911.34-90	Streetscape Enhancements	150	2,905	15,000	39,884	2,735	33,367	3,782	91%	
297-6100-911.62-40	Planting Materials	30,395	65,325	52,500	52,500	10,250	9,150	33,100	37%	
Total Beautification		\$ 143,636	\$ 226,613	\$ 241,390	\$ 315,574	\$ 89,063	\$ 55,093	\$ 171,418	46%	

Development									
297-6100-911.51-00	General Marketing (banners, printing, social media)	\$ 11,549	\$ 21,031	\$ 20,000	\$ 20,000	\$ 10,326	\$ 11,594	\$ (1,920)	110%
297-6100-911.51-00	Branding / Graphic Design	67,129	54,646	32,500	64,235	5,000	31,798.00	27,437	57%
297-6100-911.51-00	Photography		363	2,500	2,300	-	-	2,300	0%
297-6100-911.51-00	Metro Mode / Issue Media	24,501	4,500	4,500	4,500	1,002	-	3,498	22%
297-6100-911.51-00	CTM Brochure Distribution	1,802	292	-	-	-	-	-	0%
297-6100-911.51-00	Website Hosting & Domain Registration	714	714	1,680	1,680	225	-	1,455	13%
297-6100-911.51-00	Henry Ford Promotion Package	5,600		5,600	5,600	5,600	-	-	100%
297-6100-911.51-00	Community Art Enhancement	-	-	5,000	5,000	-	-	5,000	0%
297-6100-911.51-00	Community Garden	-	750	-	-	-	-	-	0%
297-6100-911.51-00	Art Month	-	-	1,000	1,000	-	-	1,000	0%
297-6100-911.51-00	Fall Promotions	348	88	1,000	1,000	148	-	852	15%
297-6100-911.51-00	Shop Small Business Saturday-Holiday Promotions	5,755	13,698	16,000	16,000	3,522	6,978.00	5,500	66%
297-6100-911.51-00	Restaurant Week	1,145	7,975	10,000	10,000	180	(1,284.00)	11,104	-11%
297-6100-911.51-00	Homage to Black Excellence	17,396	5,151	-	-	-	-	-	0%
297-6100-911.51-00	Movies in the Park	3,043	2,435	2,300	2,300	1,769	63.00	468	80%
297-6100-911.51-00	Music in the Park	7,347	124			-	-	-	0%
297-6100-911.51-00	City Hall Park Events	4,764	561	700	700	-	-	700	0%
297-6100-911.51-00	Wayfinding	-	-	10,000	10,000	-	-	10,000	0%
297-6100-911.51-00	Summer Music Series (formerly Jazz on the Ave)		10,570	25,000	10,000	741		9,259	7%
297-6100-911.51-00	Covid Comeback Marketing	6,300		-	-	-	-	-	0%
297-6100-911.51-00	Other Community Development	525			-	-	-	-	0%
297-6100-911.51-00	Volunteer Recognition	-		750	750	-		750	0%
297-6100-911.51-00	Green Earth Week	-	-	2,000	-	-	-	-	0%
297-6100-911.51-00	Sidewalk & Downtown Sale	-	-	2,500	-	-	-	-	0%
297-6100-911.51-00	SEO/SEM	-	-	2,500	-	-	-	-	0%
297-6100-911.51-00	Translation Services	-	-	1,000	1,000	-	-	1,000	0%
297-6100-911.51-00	East Farmers Market	-	-	15,000	-	-	-	-	0%
297-6100-911.34-90	Building / Business Incentives	40,903	15,000	45,000	90,000	12,500	2,500	75,000	17%
Total Development		\$ 198,821	\$ 137,898	\$ 206,530	\$ 246,065	\$ 41,013	\$ 51,649	\$ 78,403	38%

Planning & Administration										
297-6100-911.34-90	Pow Strategies	180,441	225,784		186,718	186,718	54,605	30,358	101,755	46%
297-6100-911.34-90	Pow Strategies - SmithGroup	-	-		41,518	58,479	12,900	35,238	10,341	82%
297-6100-911.34-90	PR Monitor	-	-		1,500	1,500	-	-	1,500	0%
		\$ 180,441	\$ 225,784	\$	229,735	\$ 246,696	\$ 67,505	\$ 65,596	\$ 113,595	54%

various (comment)	Other Office Expenses	10,252	11,611	19,529	19,529	5,167	439	13,923	29%
297-6100-911.34-90	Office Cleaning	680	4,064	-	-	-	-	-	0%
297-6100-911.34-90	Pest Control	-	-	1,000	1,000	-	-	1,000	0%
297-6100-911.44-10	Building Rental	10,830	11,415	12,140	12,140	6,000	1,000	5,140	58%
297-6100-911.61-90	Non-Capital Equipment (light poles)	-	-	5,000	6,430	-	-	6,430	0%
297-6100-911.68-90	DCC Gun Range ArtSpace Loan Payment	-	-	14,203	14,203	14,203	-	-	100%
297-6100-980.92-75	Transfer to Brownfield Redevelopment Authority	457,004	274,220	261,200	261,200	-	-	261,200	0%
297-6100-435.45-10	Architect & Engineering Services	-	-	59,501	59,501	-	16,831	42,670	28%
297-6100-435.45-20	Construction Contractor	-	-	137,785	137,785	-	137,147	638	100%
297-6100-435.98-00	Undistributed Appropriation	-	-	5,694	5,694	-	-	5,694	0%
Total Planning & Administration		\$ 659,207	\$ 527,094	\$ 745,787	\$ 764,178	\$ 92,875	\$ 221,013	\$ 401,288	41%

Total Expenditure	\$ 1,001,662	\$ 891,605	\$ 1,193,707	\$ 1,325,817	\$ 222,951	\$ 327,755	\$ 775,111	42%
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Contractual Services
Other Operating Expenses
Community Promotions

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Landscape/Maintenance Temporary Contract Extension- December-January 2023 - EDDDA

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) wishes to advocate and promote a clean, safe and attractive downtown; and

WHEREAS: The current temporary Landscape and Maintenance provider, Four Seasons, has serviced the Landscape and Maintenance obligations in the EDDDA from May 10, 2022 to September 30, 2022, with an extension approved from October 1 through November 30, 2022 at the September 15, 2022, Board meeting;

WHEREAS: The RFP is being reposted for a few more weeks for the next multi-year contract, therefore, Four Seasons is being requested to extend their contract for an additional two months, December 1, 2022- January 31, 2023. The indicated scope of work is as the follows:

- Litter Removal (5x a week) at \$1,800/wk at 10 weeks
- Remove large debris/graffiti as needed at \$1,300
- Landscape and Maintenance of sidewalks, alleys, parking lots, planters, tree wells, City Hall Park including:
 - Removal of holiday decor(1x) previously approved
 - Removal of Shop Small banners (1x) previously approved
 - Installation of Downtown Dearborn branded banners (1x) at \$2,000

and,

WHEREAS: The cost for this additional one month service with Four Seasons is \$21,300; and

WHEREAS: A portion of these funds will be expended under the Special Assessing District (SAD) fund which is payable by the Department of Public Works (DPW); and therefore, be it

RESOLVED: The EDDDA authorizes extending the temporary landscape and maintenance contract with Four Seasons from December 1, 2022-January 31, 2023, in an amount of \$21,300; furthermore, let it be

RESOLVED: The EDDDA Board authorizes the Manager of the DDDA to execute the contract, subject to the review and approval of Corporation Counsel.

Yes:

No:

Abstained:

Absent:

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Open Door Dearborn Business Incentives Program - Level III Grant Application: Green Brain Comics, 13936 Michigan Ave.

Date Adopted:

Motioned by:

Seconded by:

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

WHEREAS: The EDDDA and WDDDA established the Open Door Dearborn business incentive to recruit businesses to Downtown Dearborn and improve the appearance of the districts through storefront and business rehabilitation and expansions at its April 18, 2019, joint Board meeting; and

WHEREAS: The applicant and property owner, Dan and Katie Merritt, plan to renovate their exterior facade and sign located at 13354 Michigan Ave. in the EDDDA District; and

WHEREAS: The applicant applied and was granted a \$2,500 Level I Open Door Dearborn grant on March 17, 2022, for design assistance in order to develop architectural drawings for the improvements that can then be used to acquire three bids for future Level III grant funding; and

WHEREAS: The applicant completed the design work and presented their plans to the DEV Committee for review and comment. On June 22, 2022 the DEV Committee approved the design and recommended that the applicant submit an application for a Level III in the amount up to \$7,500, which represents the remaining dollars allowed for the project per the program guidelines.

WHEREAS: Attached is the application from Green Brain Comics requesting a \$7,500 Level III EDDDA Open Door grant for the final construction phase of the project. The applicant has submitted the required 3 quotes, design plans, project narrative to renovate the exterior facade including a new sign. The work includes demolition, carpentry, windows/wall treatment, fixtures and awning. The estimated quotes for the proposed improvements are \$33,400 (Fitzgerald LLC), \$54,259.40 (Matick Construction) and

\$70,700.00 (JC Beal Construction) with a requirement to follow all required EDDDA/city permits and design guidelines; so let it be

RESOLVED: The EDDDA awards a Level III grant for \$7,500.00 from the Open Door Dearborn grant program from account #297-6100-911-34-90 to Green Brain Comics, for exterior construction improvements, subject to review and approval of Corporation Counsel.

Yes:

No:

Abstained:

Absent:

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Budget Reallocation: Street Light Replacements Due To Accidents

Date Adopted:

Motioned by:

Seconded by:

WHEREAS: The WDDDA is responsible for street light maintenance and replacement within the district; and

WHEREAS: There is frequently a need for replacement due to automobile and other accidents; and

WHEREAS: The current budget line item for this item is short of the necessary funds (\$631.62); so let it be:

RESOLVED: The WDDDA agrees to reallocate funding from 296-6100-911.34-90 Development Contractual Services to 296-6100-911.61-90 Non-Capital Equipment in the amount of \$632.00.

Yes:

No:

Abstained:

Absent:

Green Brain Comics is planning a façade renovation for its storefront, located at 13936 Michigan Ave., and is looking for assistance from the Downtown Development Authority's Open Door Dearborn Grant program to help make it happen.

This improvement will benefit the EDDDA district by making the front facade, as well as the rear (parking lot facing) side, of their building more appealing and eye-catching. The façade has not been updated in a few decades and is in need of repairs and updating. This improvement will address these repairs, addressing all unsightly conditions caused by these much-needed repairs.

The design keeps to the historical features of the building, Art Deco style built in 1949, including the classic roof-top sign. The goal for a new design is something timeless and classic, with a nod to the original design.

The application is for a Level 3 grant in the amount of \$7500 since they have already received \$2500 for design assistance this past summer, and Open Door Grant awards cannot exceed \$10,000 total without Board approval.

The applicant applied and was granted a \$2,500 Level I Open Door Dearborn grant on March 17, 2022, for design assistance in order to develop architectural drawings for the improvements that can then be used to acquire three bids for future Level III grant funding.

The applicant completed the design work and presented their plans to the DEV Committee for review and comment. On June 22, 2022 the DEV Committee approved the design and recommended that the applicant submit an application for a Level III in the amount up to \$7,500, which represents the remaining dollars allowed for the project per the program guidelines.

The full application from Green Brain Comics requesting a \$7,500 Level III EDDDA Open Door grant for the final construction phase of the project is in the supplemental packet. The applicant has submitted the required 3 quotes, design plans, project narrative to renovate the exterior facade including a new sign. The work includes demolition, carpentry, windows/wall treatment, fixtures and awning. The estimated quotes for the proposed improvements are \$33,400 (Fitzgerald LLC), \$54,259.40 (Matick Construction) and \$70,700.00 (JC Beal Construction) with a requirement to follow all required EDDDA/city permits and design guidelines.

Green Brain Comics
13936 Michigan Ave
Dearborn, MI 48126

(w) 313-582-9444

(c) 313-204-2484

⇒ APPLICATION ⇒

Application Date 2/7/22

Business

Name Green Brain Comics

Property Address 13936 Michigan Ave.

Business Owner Dan Merritt

Business Owner

Address 8470 Niver Ave, Allen Park, MI 48101

Business Owner Katie Merritt

Business Owner Phone 313-204-2484 Email katiemerrittgbc@gmail.com

Property Owner Same as business owners

Property Owner Address Same

Property Owner Phone Same Email Same

Is this business currently located within the DDA District? ☒ Yes ☐ No

Is this business expanding? Yes ☒ No

Amount of square footage to be added to building 0 N/A

Is this an existing or a new business? New ☒ Existing

If relocating, when was this business established? _____

If relocating, please list current address _____

Estimated start date of project _____

as soon as approved for grant

Estimated completion date of project _____

Total cost of project \$ 3300.00

Amount requested \$ 2500.⁰⁰

APPLYING FOR:

- ☒ Level 1 Grant
☐ Level 2 Grant
☐ Level 3 Grant *once design is finished*

By signing this grant application, I understand that grant payment must be personally guaranteed. If my business does not remain open for 6 consecutive months after grant payment, the grant funding must be repaid in full to the DDDAs.

Katie Smith

Signature of Applicant

2/7/22

Date

⇒ MANDATORY CHECKLIST

Please submit with your application the following 4 attachments (required):

- ☒ Narrative describing in detail how this project will benefit the DDDA Districts and a description of your project
☐ Architectural plans, renderings, sketches or illustrations depicting the work to be performed
☐ Breakdown of the costs associated (estimates) with your project. Please include the entire project cost and the amount you are requesting
☐ Copy of your company's business plan (Level 2 only)

NOTE: All decisions concerning aspects of the grant application process, including eligibility and/or containing eligibility for grants are within the sole discretion of the DDDA Boards. Incomplete applications will not be reviewed and make sure to retain a copy for your records.

⇒ SUBMIT

Please return grant application and supporting documentation to:

Dearborn Downtown Development Authorities

13615 Michigan Avenue, Suite B-2

Dearborn, MI 48126

info@downtowndearborn.org

313-943-3141

For more info about Downtown Dearborn events and projects visit www.downtowndearborn.org.

Green Brain - Existing facade



GREEN BRAIN COMICS

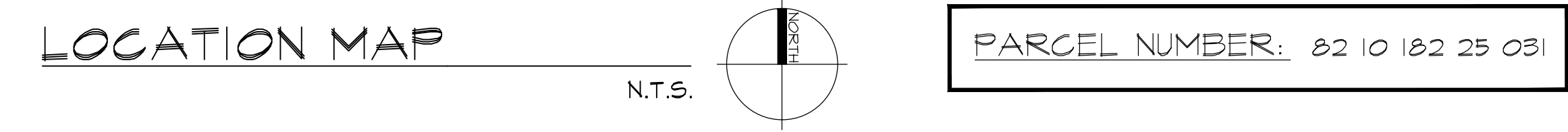
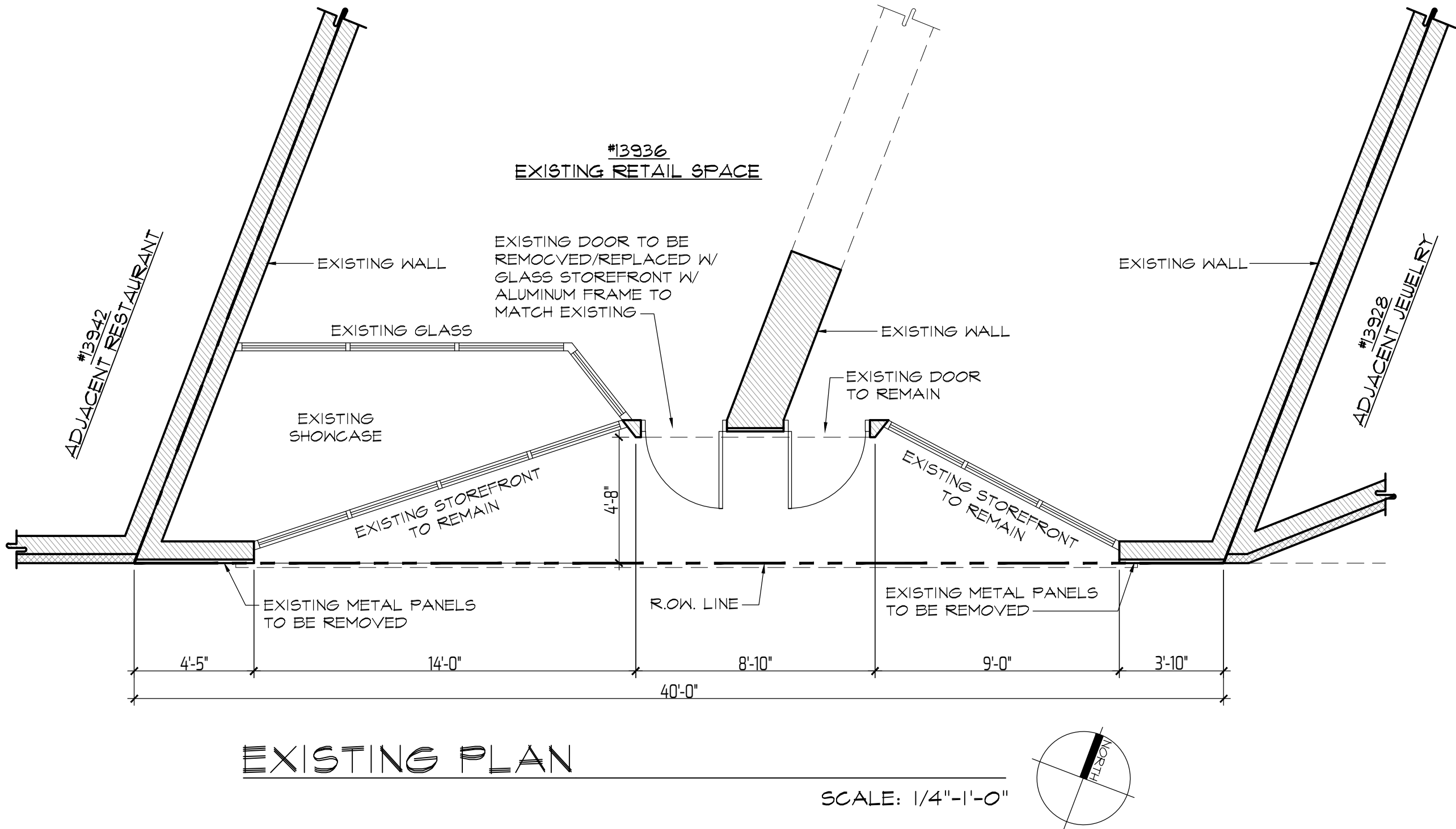
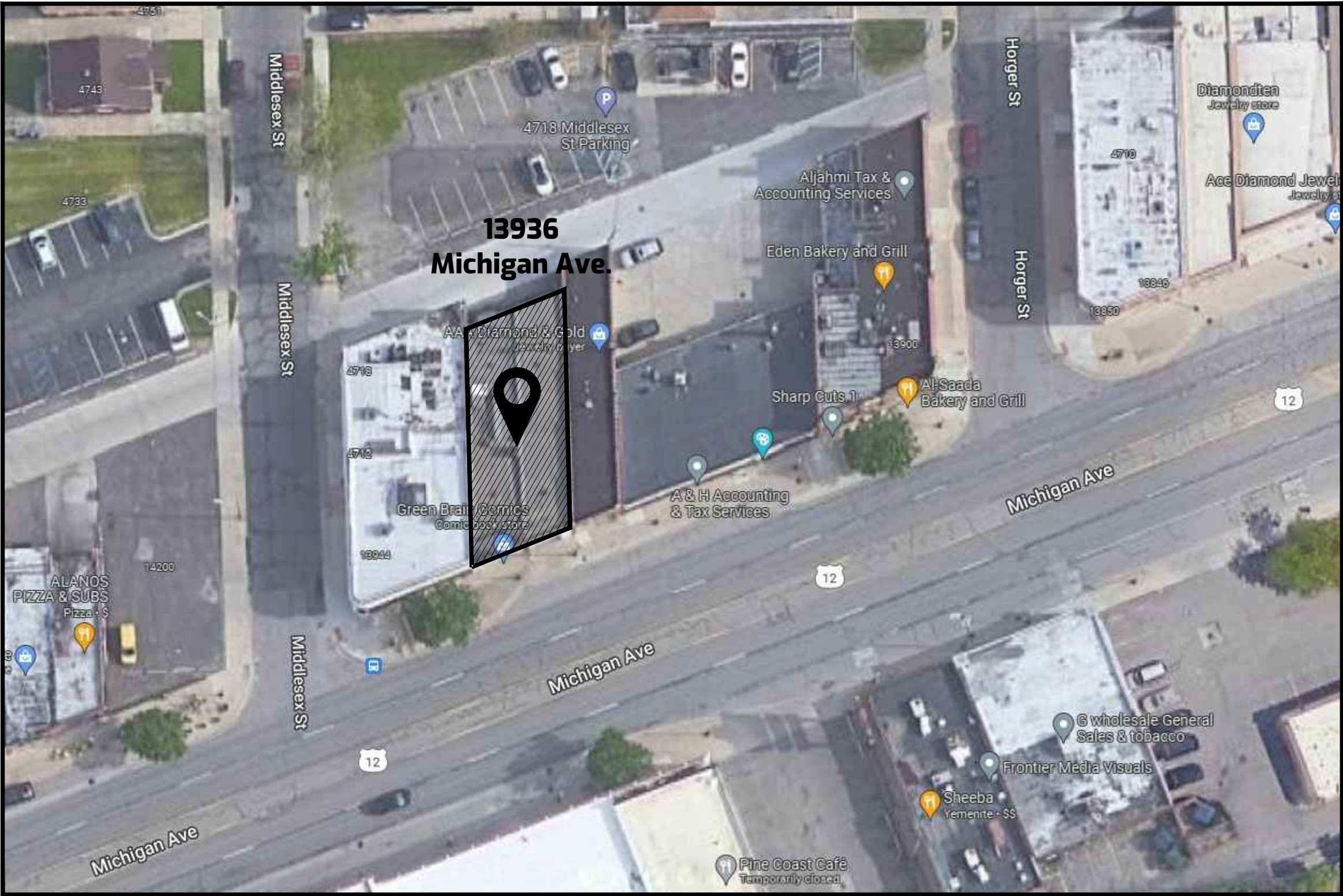
13936



PROJECT:

NEW FACADE FOR GREEN BRAIN COMICS

ADDRESS:
13936 MICHIGAN AVE. DEARBORN, MI 48126



GENERAL NOTES:

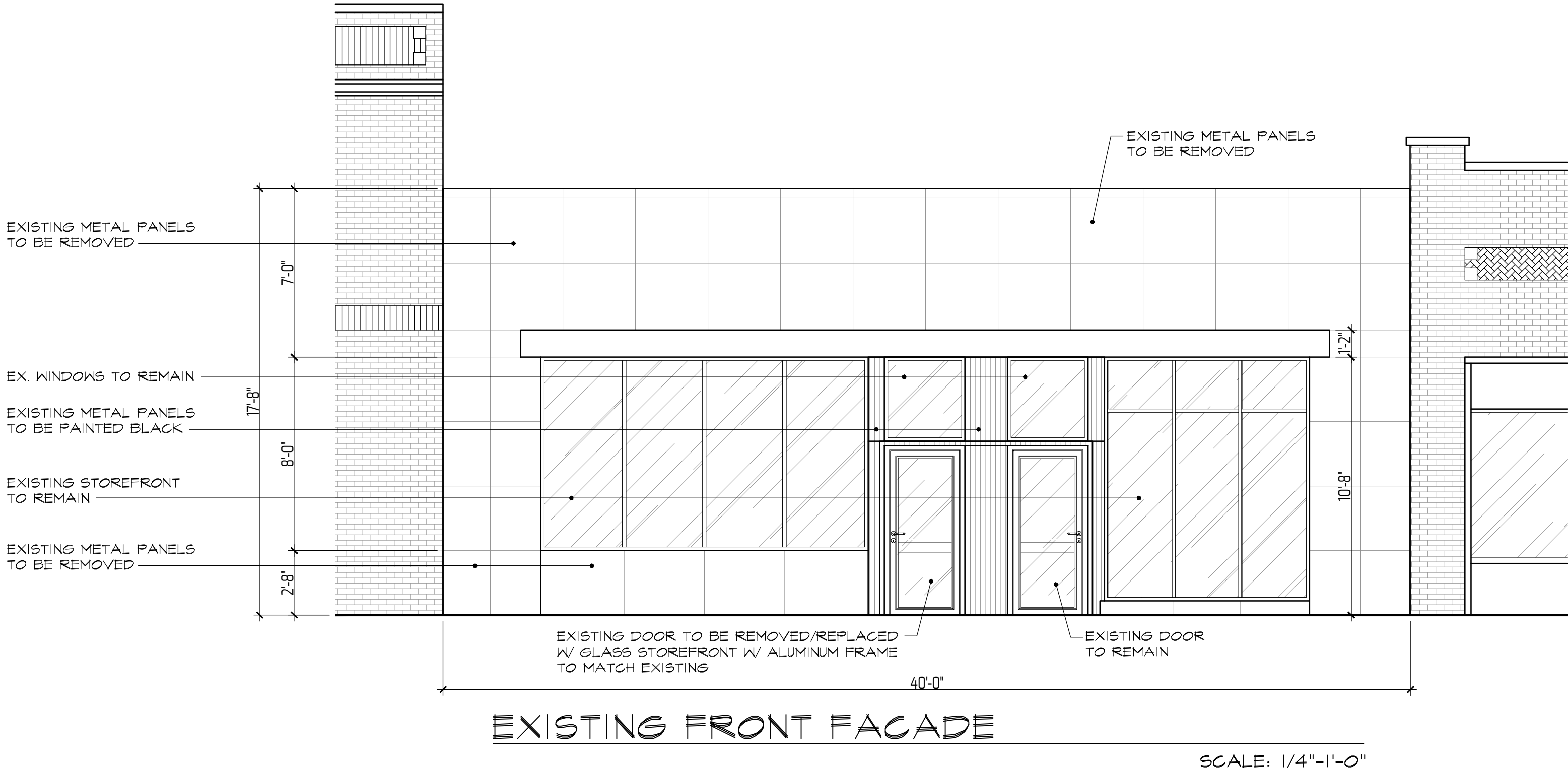
1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL APPLICABLE LOCAL AND STATE CODES AND ORDINANCES, INCLUDING 2015 MICHIGAN BUILDING CODE, NFPA, NEC & MICHIGAN BARRIER FREE DESIGN.
2. CONTRACTOR SHALL VISIT THE SITE TO FAMILIARIZE HIMSELF WITH THE CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED. SUBMITTAL OF A BID SIGNIFIES THE ACCEPTANCE OF SUCH CONDITIONS.
3. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS IN THE FIELD PRIOR TO CONSTRUCTION.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY BRACING AND SHORING OF STRUCTURES DURING DEMOLITION AND CONSTRUCTION, AS REQUIRED.
5. CONTRACTOR SHALL REMOVE OR CAP ALL EXISTING ELECTRICAL LINES THAT WILL NOT BE USED.
6. CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER DISPOSAL OF DEBRIS FROM THE JOB SITE AND SHALL KEEP THE JOB SITE IN A CLEAN AND ORDERLY MANNER AT ALL TIMES.
7. CONTRACTOR SHALL VERIFY ANY ADDITIONAL OWNER REQUIREMENTS NOT NOTED ON DRAWINGS PRIOR TO CONSTRUCTION.
8. CONTRACTOR SHALL INCLUDE THE COST OF ALL REQUIRED PERMITS IN HIS BID AND SHALL SECURE SAME.
9. ALL DIMENSIONS ARE TO ROUGH FRAMING UNLESS NOTED OTHERWISE (U.N.O.).
10. DO NOT SCALE DRAWINGS, USE FIGURED DIMENSIONS ONLY.

DEMOLITION NOTES:

1. ELECTRICAL CONTRACTOR SHALL REMOVE ALL WIRING AND OUTLETS IN EXISTING WALLS THAT ARE TO BE REMOVED.
2. PLUMBING CONTRACTOR SHALL CAP ALL EXISTING PLUMBING SUPPLY AND WASTE LINES THAT WILL NOT BE RE-USED.
3. PATCH AND REPAIR ALL EXISTING WALL SURFACES THAT ARE TO REMAIN AT AREAS WHERE EXISTING CONSTRUCTION IS TO BE REMOVED.
4. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER REMOVAL OF ALL DEBRIS AND CONSTRUCTION SPOILS.
5. SHORE & BRACE EXISTING CONSTRUCTION AS REQUIRED DURING DEMOLITION.
6. CONTRACTORS SHALL NOT ENGAGE IN ANY WORK ACTIVITY THAT WILL RESULT IN THE PRODUCTION OF ANY NOXIOUS ODORS OR SMOKE WITHOUT THE CONSENT OF THE OWNER.
7. CONTRACTORS SHALL HAVE AN APPROVED FIRE EXTINGUISHER AVAILABLE AT ALL TIMES WHEN OPEN FLAME IS REQUIRED IN THE PERFORMANCE OF THE WORK.

GENERAL ELECTRICAL NOTES:

1. CONTRACTOR SHALL, AT HIS OWN EXPENSE, OBTAIN ALL NECESSARY PERMITS, INSPECTIONS & LICENSES & COMPLY WITH ALL LOCAL AND STATE ORDINANCES.
2. CONTRACTOR SHALL FURNISH ALL SUPERVISION, LABOR, EQUIPMENT & MATERIALS AND INSTALL ALL AS CALLED FOR IN THESE SPECIFICATIONS & AS SHOWN ON THE PLANS.
3. ALL MATERIAL SHALL BE NEW AND SHALL CONFORM TO ALL APPLICABLE STANDARDS OR REQUIREMENTS GOVERNING SAME.
6. ELECTRICAL CONTRACTOR IS RESPONSIBLE FOR THE INTEGRATION OF HIS WORK WITH THE OTHER TRADES INVOLVED IN THE PROJECT AND MUST REASONABLY COOPERATE THROUGH COMMUNICATION AND COORDINATION TO FACILITATE THE PROGRESS OF THE PROJECT.
7. ALL WORK SHALL BE ACCOMPLISHED BY QUALIFIED CRAFTSMEN ADHERING TO ACCEPTABLE PRACTICES, STANDARDS AND TOLERANCES.
8. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DAMAGE TO OTHER WORK CAUSED BY HIS WORKMEN THROUGH NEGLECT OR OTHERWISE.
9. ALL ELECTRICAL WIRE SHALL BE THW OR THHN INSULATED COPPER AND OF REQUIRED SIZE.
10. ALL CONDUIT SHALL BE INSTALLED CONCEALED WHERE PHYSICALLY POSSIBLE. ALL EXPOSED CONDUIT SHALL BE INSTALLED PARALLEL OR AT RIGHT ANGLES WITH THE BUILDING WALLS.
11. A PROPER WORKING CLEARANCE MUST BE PROVIDED AND MAINTAINED ABOUT ALL ELECTRICAL EQUIPMENT.
12. EACH CONDUCTOR OF EVERY SYSTEM SHALL BE PERMANENTLY TAGGED IN EACH PANELBOARD, FULLBOX, JUNCTION BOX ETC. TYPEWRITTEN CIRCUIT INDEX CARDS SHALL BE AFFIXED TO THE EXPOSED SURFACE OF EACH PANELBOARD DOOR, CLEARLY INDICATING AREA AND TYPE OF LOAD SERVED BY EACH CIRCUIT BREAKER.



MA ARCHMASTER
Residential & Commercial Designs

Cell Phone: (313) 505-7744
Email: alahwalmoneer@gmail.com

PROJECT:
NEW FACADE FOR GREEN BRAIN COMICS

ADDRESS:
13936 MICHIGAN AVE. DEARBORN, MI 48126

PROPERTY OWNER: GREEN BRAIN LLC.

*The material on these drawings may not be reproduced or distributed without the prior written permission of MA ARCHMASTER INC. All rights reserved.

REVISIONS:

DATE: 07/13/2022

DRAWN BY: MONEER ALAHWAL

SCALE: AS NOTED

SHEET TITLE:
- EX. PLAN & EX. FRONT FACADE

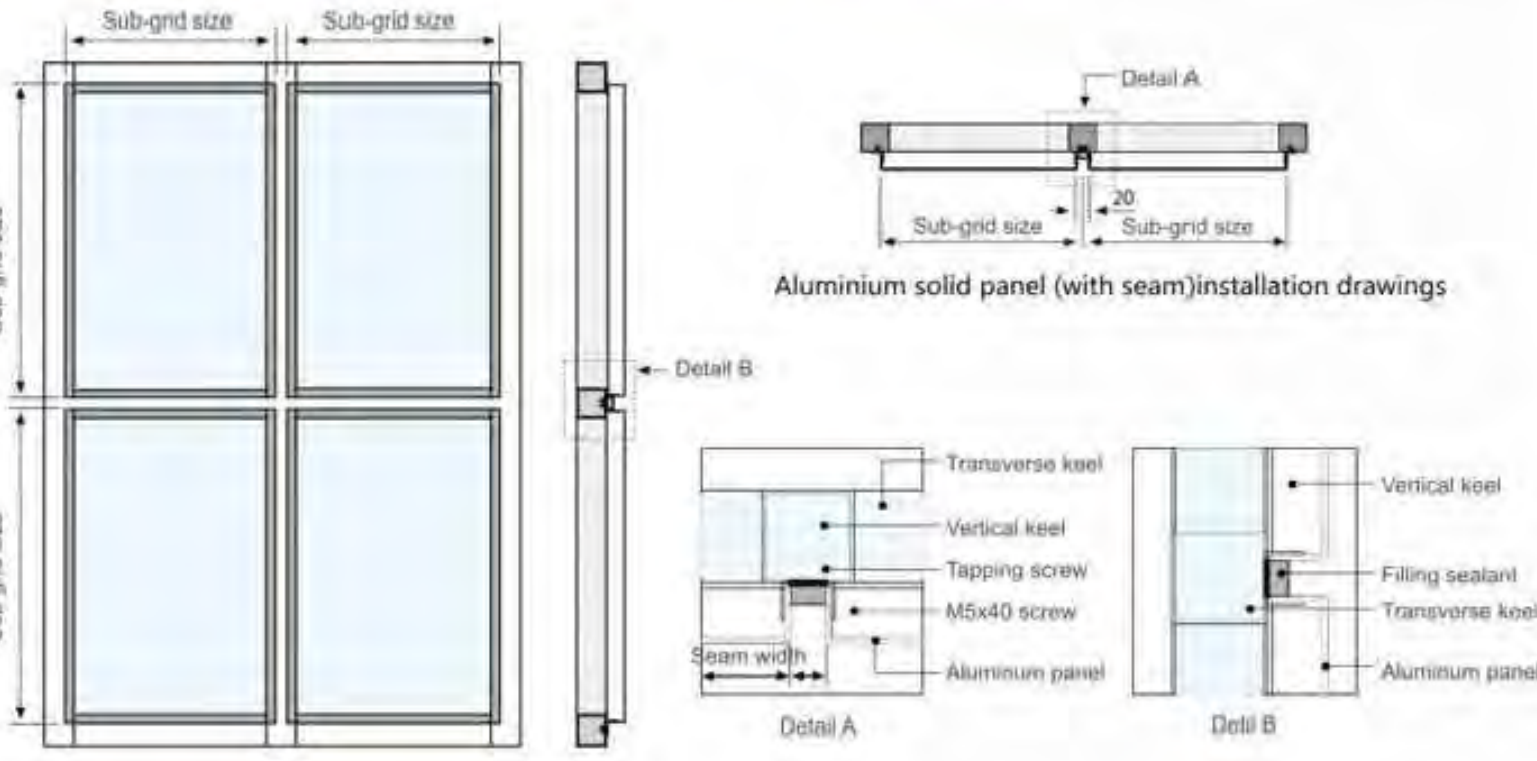
SHEET #:
1 OF 2

APPROVED BY:

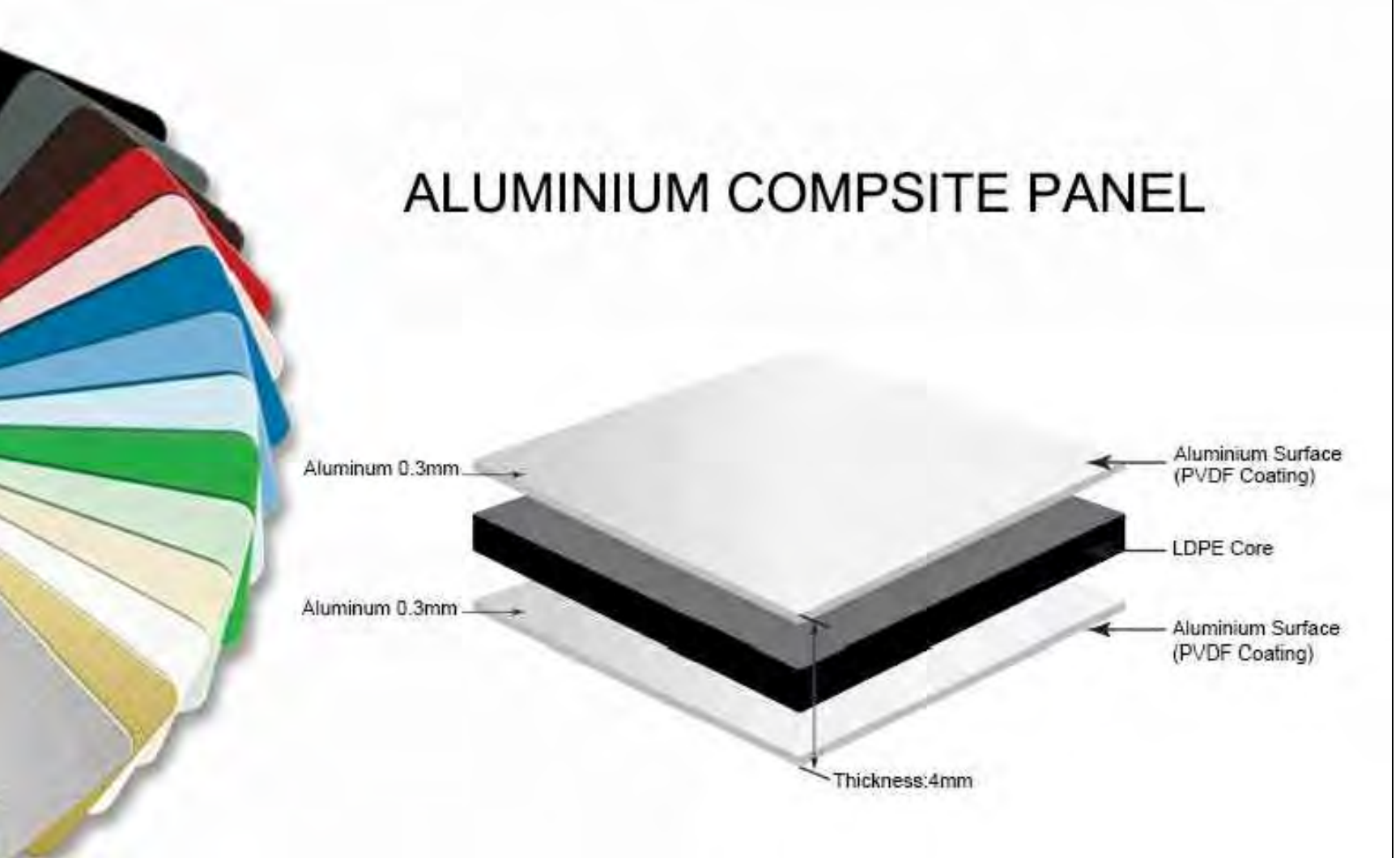
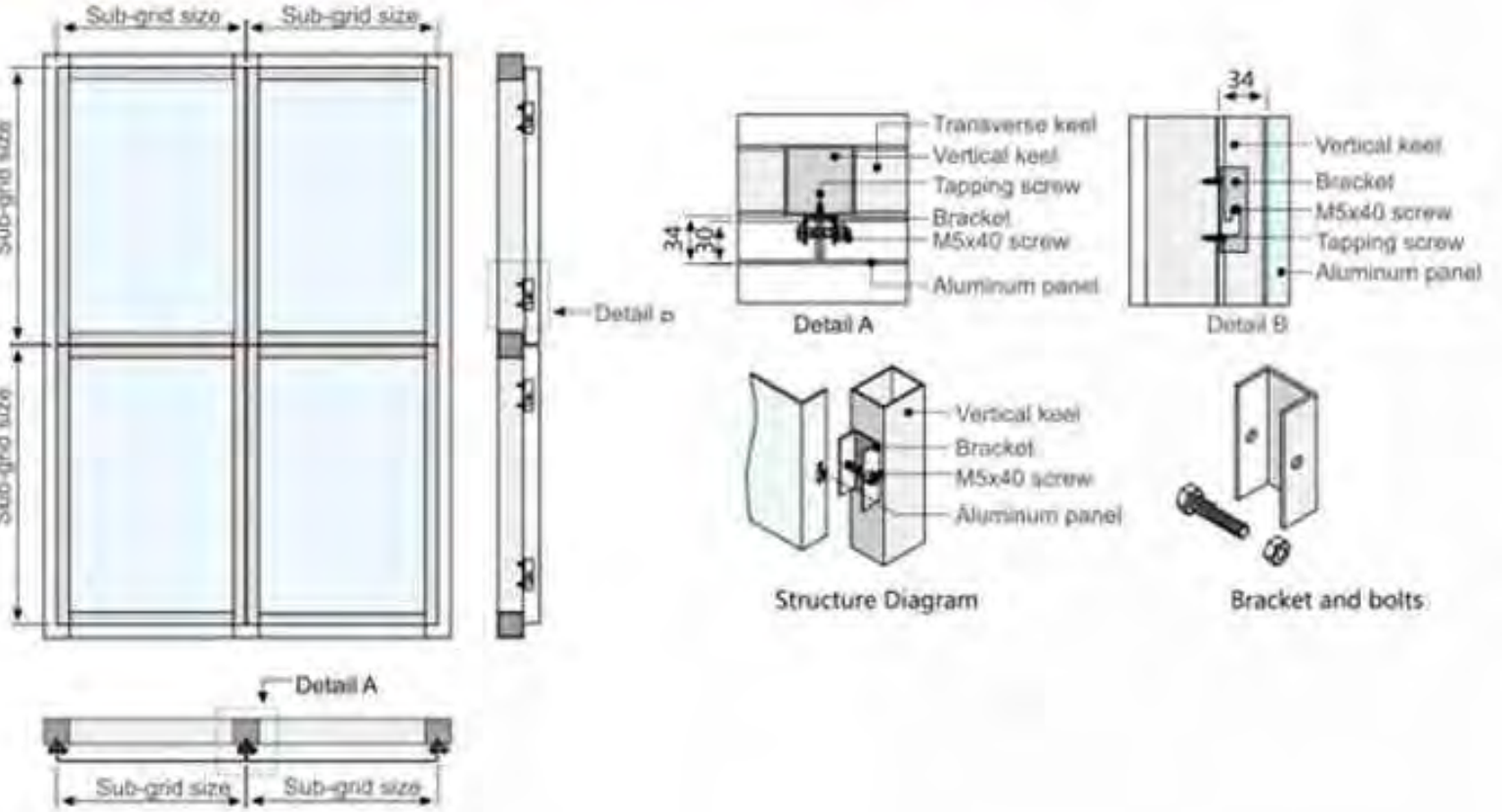
TAHA M. KHALAFT
ENGINEER
No. 63348
Professional Engineer

Installation Details

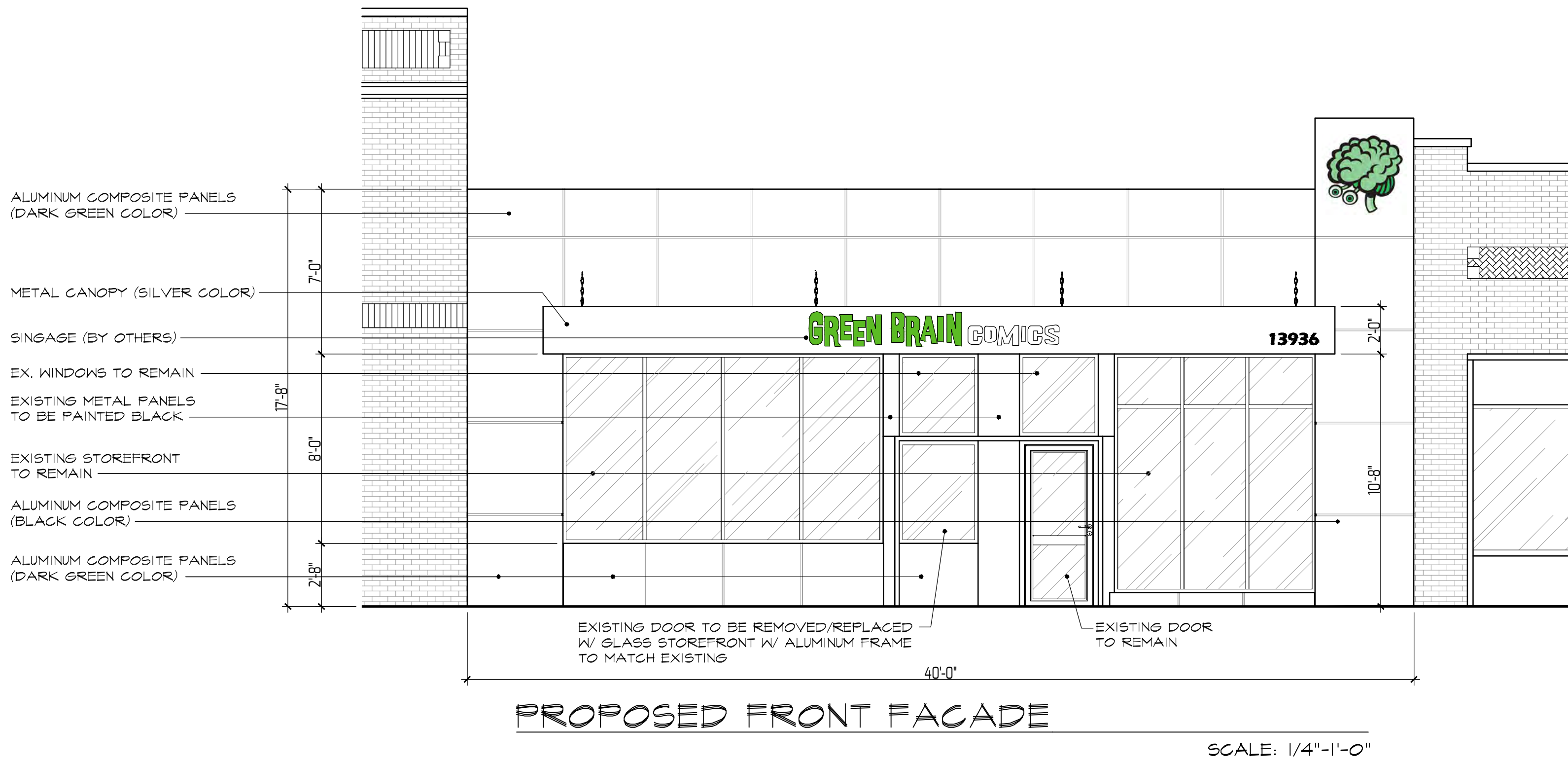
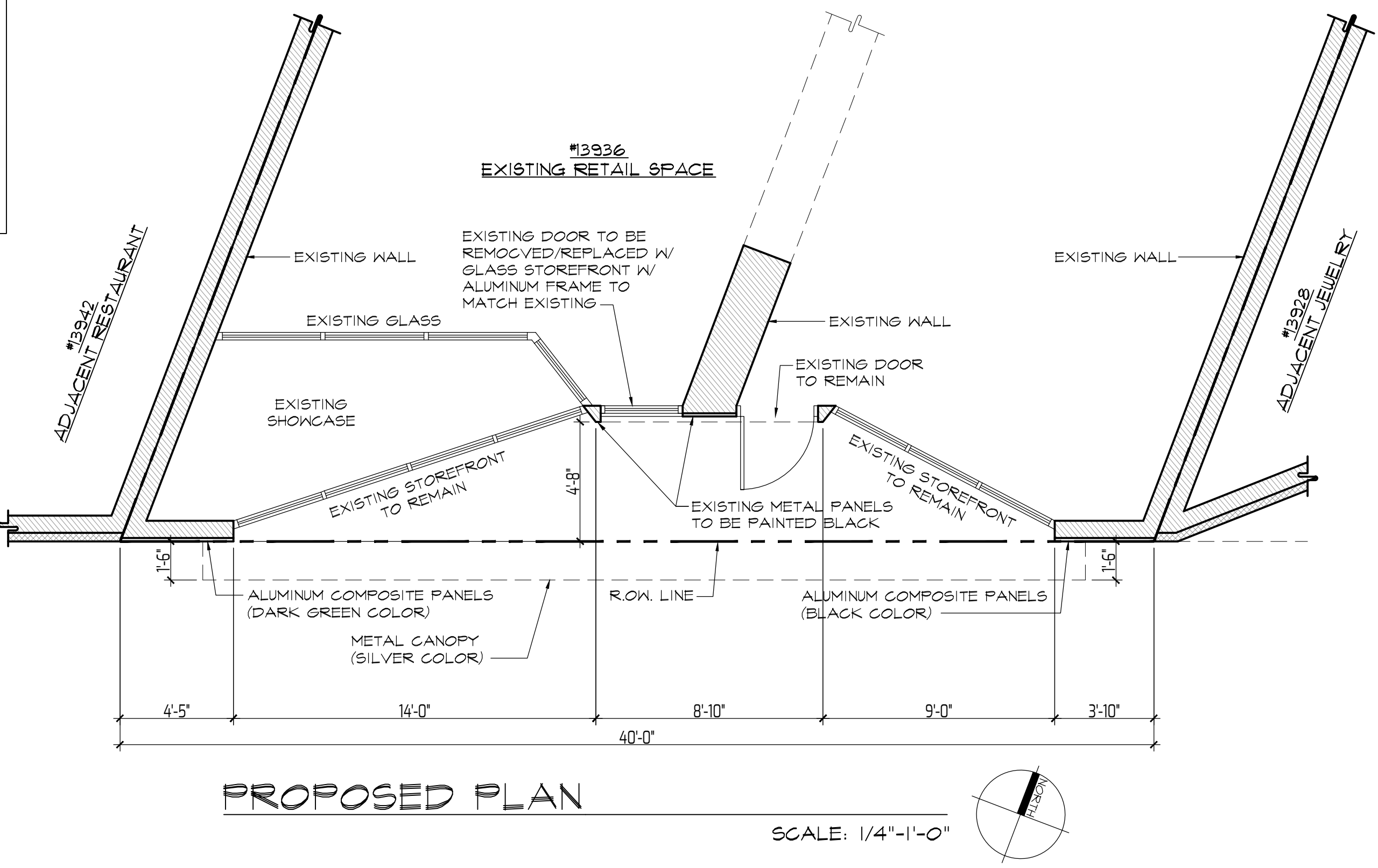
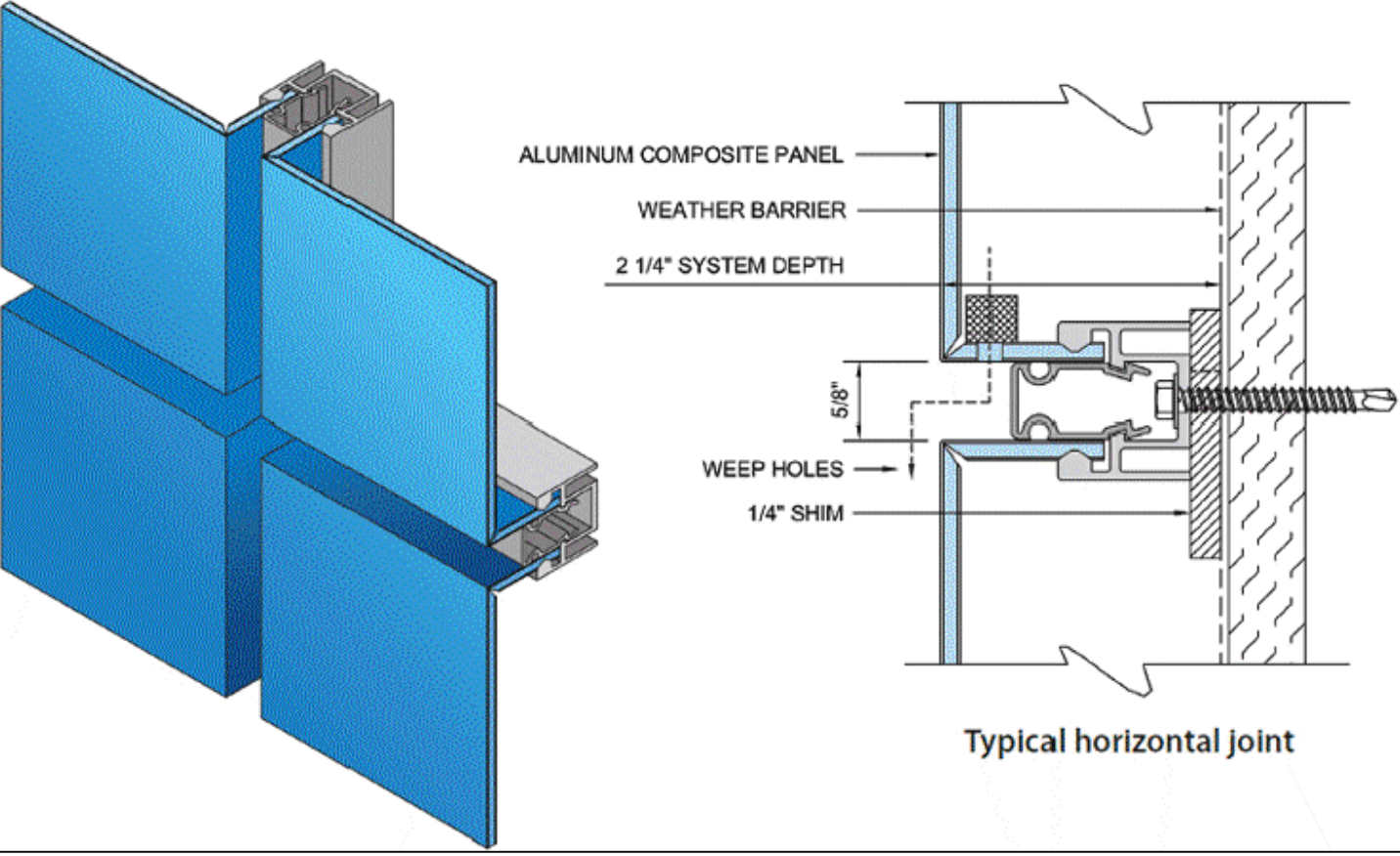
ACP With Seam Installation Instruction



ACP Flat Seamless Installation Instruction



COATING: PE/PVDF/NANO/ANTI-SCRATCH/MILL
CORE: RECYCLE PE CORE/FIREPROOF PE CORE/UNBREAKABLE PE CORE
COLOR: SOLID/METALLIC/MARBLE/WOOD/BRUSH/GLOSSY
STANDARD SIZE: 1220MM/1250MM/1500MM/1550MM*2440MM(RANDOM LENGTHS)
CERTIFICATE: ASTM, ISO9001, SGS, CE, RUCCOBOND AC TOP
BRAND NAME: 4MM
PANEL THICKNESS: 0.3MM
ALUMINUM THICKNESS: 0.3MM



MA ARCHMASTER
Residential & Commercial Designs

Cell Phone: (313) 505-7744
Email: alahwalmoner@gmail.com

PROJECT: NEW FACADE FOR GREEN BRAIN COMICS

ADDRESS: 13936 MICHIGAN AVE. DEARBORN, MI 48126

PROPERTY OWNER: GREEN BRAIN LLC.

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REVISIONS:

NO.	DESCRIPTION	DATE

DATE: 07/13/2022

DRAWN BY: MONEER ALAHWAL

SCALE: AS NOTED

SHEET TITLE: - PROP. PLAN & PROP. FRONT FACADE

SHEET #: 2 OF 2

APPROVED BY:

TAHA M. KHALAFT
ENGINEER
No. 63348
PROFESSIONAL ENGINEER



Fitzgerald,LLC

Business Number 313 363 8375
P.O. Box 530565
Livonia Mi 48153
P - 313- 3638375
www.fitzgerald1.com
fitzgerald1llc@gmail.com

ESTIMATE
EST0215

DATE
10-07-2022

TOTAL
USD \$33,400.00

TO

Green Brain Comic's

Katie
13936 Michigan Ave Dearborn Mi
3132042484
katiemerrittgbc@gmail.com

DESCRIPTION	RATE	QTY	AMOUNT
Scope of work for exterior fascade as provided in drawing.	\$33,400.00	1	\$33,400.00
Aluminum acm panels Installed directly over existing panels Acm aluminum panels installed as a rainscreen system using aluminum extrusions Covering 196 sqr ft Silver acm Silver panels to be 18 inches away from wall with chain support through the wall mounted on 18 inch steel Welded frame			
Signs Frontlet channel letters with acrylic faces and Jewelite to match coil LED internally illuminated.			
Permit fee not included, city of Dearborn will determine fees .			
Payments schedule: Half Deposit payment required after permit approval of 5000 Balance on completion..			
TOTAL			USD \$33,400.00

Payment terms: A signed and dated Proposal with non-refundable deposit is required.

fitzgerald llc, reserves the right to withdraw The Proposal if not accepted within 10 days.

Transfer of property: Customer agrees that any materials or completed work pertaining to the above job ,Remain the property of Fitzgerald llc, Until payment is made in full.

Upon receipt of payment in full, ownership shall be transferred to purchaser. If payment is not made as agreed in writing or with in 10 of installation of work completed

.Customer agrees and hereby grants permission to Fitzgerald llc , to remove any construction materials any signs or awnings any other work pertaining to this proposal. Customer also agrees to pay any finance charges ,collection fees ,attorney fees and legal fees in a curd in an attempt to collect the debt. Personal guarantee in the event that the customer does not pay for the services or materials that fitzgerald llc, provides. pursuant to this contract customer agrees to personally pay for said services and materials.

Limited warranties: Awnings are not guaranteed to be waterproof, pinholes dropped threads my new lines or small specks in the fabric cannot be prevented and are not valid causes for complaint. Our workmanship is guaranteed to one year from the dated contract fabric has a five-year prorated warranty from the manufacturer and is prorated on a basis. It does not cover damage due to acts of God, nature, pests, wild animals or vandalism. The customer is responsible for providing adequate insurance that covers tornado damage microburst straight-line winds and other damage that could result from storm and other acts of God.

11/21/22					PROPOSAL	#22-GBD-R2
						
COMMERCIAL INTERIORS/EXTERIORS						
36959 AMRHEIN RD.						
LIVONIA, MI 48150						
MAIN: 734.838.5900						
WWW.MATICKCONSTRUCTION.COM						
PREPARED FOR:						
GREEN BRAIN						
13936 MICHIGAN AVE.						
DEARBORN, MI 48126						
EXTERIOR RENOVATION BASED ON DRAWINGS PREPARED BY MA ARCHMASTER ON 7/13/22						
ALL FOOTAGES ARE APPROXIMATE UNTIL EXISTING CONDITIONS ARE VERIFIED BY ALL TRADES						
DESCRIPTION OF WORK:	QTY	UNIT	UNIT PRICE	BUDGET COST	SUBTOTAL	
SELECT DEMOLITION:						
Waste	1	EA	\$500.00	\$500.00		
Remove existing metal panel system/facade - Verify	400	SF	\$8.00	\$3,200.00		
Remove upper section for wood blocking	60	SF	\$14.00	\$840.00		
Remove existing coping @ roof? - Verify	1	LF	\$22.00	\$22.00		
Subtotal				\$4,562.00	\$4,562.00	
CARPENTRY:						
New panel system	400	SF	\$32.00	\$12,800.00		
New panels system installation	400	SF	\$26.00	\$10,400.00		
Replace removed vertical sheathing @ canopy	1	ALL	\$906.00	\$906.00		
Caulking	1	ALL	\$1,160.00	\$1,160.00		
Wood blocking @ canopy section - Verify	1	ALL	\$1,600.00	\$1,600.00		
Subtotal				\$26,866.00	\$26,866.00	
DOORS/HARDWARE:						
R/R storefront glass door system	1	EA	\$5,150.00	\$5,150.00		
Subtotal				\$5,150.00	\$5,150.00	
PAINT:						
Exterior paint sections	1	ALL	\$960.00	\$960.00		
Subtotal				\$960.00	\$960.00	
MISC:						
Man lift	2	EA	\$800.00	\$1,600.00		
Roofing/Metal coping - TBD	1	EA	\$2,600.00	\$2,600.00		
Subtotal				\$4,200.00	\$4,200.00	
END PAGE ONE						

[illegible]

November 28, 2022

Ms. Katie Merritt
Green Brain Comics
13936 Michigan Ave
Dearborn, MI 48126
katiemerrittgbc@gmail.com

Re: Green Brain Comics Façade Upgrade
13936 Michigan Avenue Dearborn

Thanks for reaching out to us here at JC Beal Construction LLC regarding your proposed Green Brain Comics façade upgrade.

As discussed previously, we've struggled a bit with assembling a number for you for lack of sufficient detailed instructions, particularly with regard to the canopy that is shown in elevation where it appears that it might be intended to be constructed of structural steel and panels similar to the storefront but otherwise in no way detailed. We have included it in our proposal on that basis and as part of the following scope of work



- Erect scaffold across the face of the building – leave access for customer entry
- Remove all existing metal facade panels (Storefront and soffit to remain)
- Build canopy framework, install hangers for same. Rebuild any damaged masonry
- Frame / fur out façade wall to an even surface to receive ne panel system
- Rewire / add lighting circuits to support new soffit lights, add canopy lights
- Install Omega aluminum panel system at façade and fascia and soffit of new canopy
- Flash in panels at top of parapet, roof / flash new canopy
- Fill in west storefront entrance with aluminum and glass system to match existing
- Paint soffit and metal panels shown to remain
- Furnish and install new lights in both existing soffit and new canopy

JC Beal Construction LLC to furnish all necessary supervision, labor, materials, equipment, and permits to complete the above referenced scope of work for the sum of \$ 99,650.00

Note that we do not include any architectural or structural engineering services, If JC Beal is required to provide either to obtain a building permit the cost of same would be in addition to the above amount

Proposed Schedule

- Permit follow-up and procurement to proceed upon receipt of approval and deposit
- Panel shop drawings, submission, and procurement 60-90 days
- Field work to start within 10 days of receipt of aluminum panel system
- Work to be completed within 60 days of receipt of aluminum panels

Payment Terms:

- Permit and Mobilization Deposit due with approval of proposal..... \$ 5,000.00
- Material Deposit upon issuance of building permit..... \$ 25,000.00
- Additional Payments to be made monthly on a percentage completion basis

(Or if you are financing the work, then in accordance with your lenders reasonable requirements)

Please review this proposal and call / email with your questions or to discuss next steps with regard to your project. After proposal review and when ready to proceed, you can authorize us to do so simply executing this proposal and returning it with the deposit referenced above, so we can get the project on our schedule.

Sincerely,



Fred J. Beal, President
JC Beal Construction LLC

Authorized as of December ____ 2022 by:

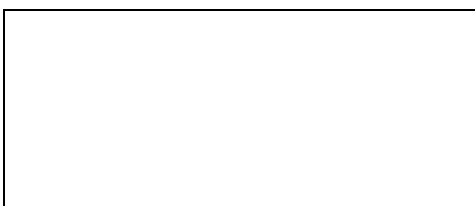
Signature

Name

Title

Owner Entity Name

Owner EIN





MA ARCHMASTER

Residential & Commercial Designs

PROPOSAL

12/22/2021

TO: KEY CONSTRUCTION

RE: FAÇADES RENOVATIONS FOR A COMIC BOOK SHOP (3,332 SQ.FT.)

LOCATION: 13936 MICHIGAN AVE. DEARBORN, MI 48126

Work Description:

This Proposal is for providing Architectural drawings for renovating the building's facades for the project mentioned above for the purpose of obtaining building permit and approval.

OWNER/CONTRACTOR IS RESPONSIBLE FOR ALL THE PAYMENTS FOR ALL THE BUILDING'S PERMITS. OWNER/CONTRACTOR SHALL SUBMIT THE PLANS TO THE CITY OF DEARBORN FOR OBTAINING THE BUILDING'S PERMITS.

Fees & Payment:

TOTAL FEE	\$3,300
Deposit shall be paid upon starting the work	\$1,800
Final payment shall be paid upon completing the drawings	\$1,500

✉ alahwalmoneer@gmail.com
☎ +1 (313) 505-7744

📍 8331 Whitefield St.
Dearborn Heights, MI 48127

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Open Door Dearborn Business Incentives Program - Grant Application: Robusto's Cigar Bar,
22263 Michigan Ave.

Date Adopted: November 17, 2022

Motioned by: Mayor Abdullah Hammoud

Seconded by: Secretary-Treasurer Jackie Lovejoy

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

WHEREAS: The EDDDA and WDDDA established the Open Door Dearborn business incentive to recruit businesses to Downtown Dearborn and improve the appearance of the districts through storefront and business rehabilitation and expansions at its April 18, 2019, joint Board meeting; and

WHEREAS: The applicant and property owner, Jonathan Yono, plans to renovate the interior and exterior sign located at 22263 Michigan Avenue in the WDDDA District; and

WHEREAS: The applicant has applied for Level I of the Open Door Dearborn grant program, requesting a grant of \$2,500 for a new sign to be located on the exterior facade of the building; and

WHEREAS: At the October 26, 2022, regular meeting of the Design/EV Committee, the committee unanimously approved recommending to the WDDDA Board funding the applicant for a Level I Open Door Dearborn Grant in the amount of \$2,500.00, with a requirement to follow all required WDDDA and City design guidelines and secure a city sign permit; so let it be

RESOLVED: The WDDDA awards a Level I grant for \$2,500.00 from the Open Door Dearborn grant program from account #297-6100-911-34-90 to Robusto's Cigar Bar, for a new business sign conditioned upon receiving all required city permits, removal of existing signage and temporary signage on metal canopy, and subject to review and approval of Corporation Counsel.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Director Tahrik Alcodray, Director Thomas L. Clark, Director Zaineb A. Hussein, Director Amanda Bright McClanahan, and Director Audrey A. Ralko.

No:

Abstained:

Absent: Chairperson Sam Abbas, Vice Chairperson Mohammed Hider, and Director Devon O'Reilly

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

EDDDA Open Door Dearborn Business Incentives Program - Grant Application: Michigan & Bingham LLC,
Mazen Munaser, 13254 Michigan Ave. (DBA Red Eye Smoke Shop)

Date Adopted: November 17, 2022

Motioned by: Director Kamal Turfah

Seconded by: Mayor Abdullah Hammoud

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and the West Dearborn Downtown Development Authority (WDDDA) are committed to promoting the downtown districts by aiding in efforts to address vacancies, beautification, and attraction within the districts; and

WHEREAS: The EDDDA and WDDDA established the Open Door Dearborn business incentive to recruit businesses to Downtown Dearborn and improve the appearance of the districts through storefront and business rehabilitation and expansions at its April 18, 2019, joint Board meeting; and

WHEREAS: Mazen Munaser, applicant and owner of Red Eye Smoke Shop is leasing the lower retail space at 13254 Michigan Ave., and plans to renovate the facade and interior main floor unit of the two story building for a new smoke shop. Mr Munaser also owns the property 13252 Michigan Avenue to the east (Socotra Juice); and

WHEREAS: The applicant has applied to the EDDDA for a Level III grant from the Open-Door Dearborn grant program in the amount of \$10,000 for facade improvements and interior renovation; and

WHEREAS: Mr. Munaser plans to clean and repair the limestone, and replace the newly installed EFIS material with stone or brick material. The repairs and new materials will match what is being applied to the storefront next door at 13252 Michigan Ave. A new business sign will be installed on the base floor band above the door located at the corner of the building. The interior renovation includes demolition and new flooring. The stated renovations are anticipated to be completed by the end of fall 2022; and

WHEREAS: A sketch and 3 quotes have been provided for the improvements. Mr. Munaser has agreed to the details of the exterior and interior repairs outlined in the supplemental board documents. The quotes include USAF Construction for \$25,475.00, AK Interior Design for \$23,500 and Quality Carpet and Construction at \$21,829;

WHEREAS: The Design/EV Committee met on October 26, 2022, and recommended conditional approval of the \$10,000 grant, subject to the following conditions:

- Remove EFIs, retain and repair the existing limestone
- Remove EFIS and replace it with stone or brick as permitted in the EDDDA Design Guidelines
- Paint black or replace the door with a new black aluminum doorway. Paint entry door way sidewalls black (Socotra)
- Reinstall limestone medallion over door
- Retain EFIS, paint to match limestone, and place a new sign on the curved corner EFIS panel (Elite).
- Proposed sign - placed on curved panel on painted EFIS (E), Scale down size of sign to meet city sign permit standards.
- Window signs must be reduced to meet permit requirements and LED window lights must be removed per city ordinance.

RESOLVED: The EDDDA hereby awards a Level III grant up to \$10,000 from the Open Door Dearborn Business Grant Program to Mazen Munaser, dba Red Eye Smoke Shop, located at 13254 Michigan Ave., from account #297-6100-911-34-90, contingent upon meeting required conditions imposed by Design/EV Committee; and subject to review and approval of Corporation Counsel; be it further

RESOLVED: This award is also conditioned upon the owner of the building at 13254 Michigan Avenue removing the improperly installed stucco/EIFS material on the outside of the building, and comply with all Dearborn Code provisions, including issuance of a certificate of occupancy.

Yes: Vice Chairperson Matthew Dietz, Secretary-Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Director Zaineb A. Hussein, Director Jay P. Kruz, Director Amanda Bright McClanahan, and Director Zo Olabi, and Director Kamal Turfah.

No:

Abstained:

Absent: Director Hamzah Nasser.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2023 Officer Nominating Committee - WDDDA

Date Adopted: November 17, 2022

Motioned by: Mayor Abdullah Hammoud

Seconded by: Director Amanda Bright McClanahan

WHEREAS: The West Dearborn Downtown Development Authority (WDDDA) recognizes the need to form a Nominating Committee for the annual nomination of officers to be elected by the board and serve as the Executive Committee; therefore, be it

RESOLVED: The WDDDA board authorizes Board members Zaineb Hussein, Jackie Lovejoy, and Devon O'Reilly to be appointed to the 2023 Officer Nominating Committee.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Director Tahrik Alcodray, Director Thomas L. Clark, Director Zaineb A. Hussein, Director Amanda Bright McClanahan, and Director Audrey A. Ralko.

No:

Abstained:

Absent: Chairperson Sam Abbas, Vice Chairperson Mohammed Hider, and Director Devon O'Reilly

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

2023 Officer Nominating Committee- EDDDA

Date Adopted: November 17, 2022

Motioned by: Secretary-Treasurer Khalil Dabaja

Seconded by: Director Kamal Turfah

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) recognizes the need to form a Nominating Committee for the annual nomination of officers to be elected by the board and serve as the Executive Committee; therefore, be it

RESOLVED: The EDDDA board authorizes Board members Zaineb Hussein, Khalil Dabaja, and Jay Kruz to be appointed to the 2023 Officer Nominating Committee.

Yes: Vice Chairperson Matthew Dietz, Secretary-Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Director Zaineb A. Hussein, Director Jay P. Kruz, Director Amanda Bright McClanahan, and Director Zo Olabi, and Director Kamal Turfah.

No:

Abstained:

Absent: Director Hamzah Nasser.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Award Contract to Morse Moving and Storage to move and store two Outdoor Seating Platforms - WDDDA

Date Adopted: November 17, 2022

Motioned by: Mayor Abdullah Hammoud

Seconded by: Director Thomas Clark

- 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 WDDDA established an outdoor platform dining structure program for the purpose of additional seating for restaurants and bars in the district; and
- WHEREAS:** The WDDDA Board authorized a purchase from Unilock of up to \$7600 for each (8' x 40') outdoor seating platform from account # 296-6100-911-34-90; and
- WHEREAS:** Two Outdoor Seating Platform were purchased by the WDDDA in 2021 for La Fork Restaurant on Howard St. and Noah's Smokehouse / Cannoli's on Monroe St. ; and
- WHEREAS:** La Fork and Noah's / Cannoli's has decided they do not want to use the platforms, planters, barricades and bumpers in 2023; and
- WHEREAS:** The WDDDA staff has secured three quotes to dismantle, move and store the platforms at City Yards with Morse Moving as the lowest quote at \$2,998.00 (the other two bids were Fairlane Grounds at \$10,210 and City DPW at \$4,000); and
- WHEREAS:** The WDDDA already expended \$2249 for moving and storing the greenhouses, but had not budgeted for the expenditure; therefore, let it be
- RESOLVED:** The WDDDA Board approves a budget reallocation of \$5,247.00 from Streetscape Enhancements line item 296-6100-911-34-90 to cover the cost to move and store two platforms and previously expended costs of moving the greenhouses; furthermore
- RESOLVED:** The WDDDA 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.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Director Tahrik Alcodray, Director Thomas L. Clark, Director Zaineb A. Hussein, Director Amanda Bright McClanahan, and Director Audrey A. Ralko.

No:

Abstained:

Absent: Chairperson Sam Abbas, Vice Chairperson Mohammed Hider, and Director Devon O'Reilly

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

FYE2023 EDDDA Reappropriations for Holiday Lighting and Snow Removal

Adopted: November 17, 2022

Motioned by: Mayor Abdullah Hammoud

Seconded by: Director Amanda Bright McClanahan

WHEREAS: The EDDDA board has budgeted funds for holiday lights and Ramadan lighting and for snow removal for this fiscal year, FYE2023, but there still remains a gap in funding so monies are being requested to be reappropriated ; and

WHEREAS: The EDDDA board budgeted \$20,000 for holiday lights and Ramadan lighting and \$32,500 for snow removal for FYE2023 ; and

WHEREAS: The EDDDA board authorized up to \$35,000 for holiday and Ramadan lighting and up to \$69,390 for snow removal at its October 2023 Board meeting; and

WHEREAS: The financial gap between the two accounts and what the EDDDA board has authorized spending up to is \$53,388 with \$16,498 attributed to the holiday and Ramadan lights and \$36,890 for snow removal; and

WHEREAS: The EDDDA board directed the Executive Committee to determine where best to reappropriate funds from and recommends reappropriating \$16,498 from Community Promotions account #297-6100-911-51-00 to Holiday Lights and Ramadan Lighting account #297-6100-911-34-90, and \$32,802 from Community Promotions account #297-6100-911-51-00 to Snow Removal account #297-6100-911-34-90; and

WHEREAS: The reappropriations recommended are from the following line items of Community Promotions: SEO \$2500, Dearborn Farmers & Artisans Market \$15,000, Earth Week \$2000, Photography \$2300, Sidewalk Sale \$2500, Wayfinding \$10,000, Music Series/Jazz on the Ave \$15,000, remaining balance of Fall Promotions after 2022 is completed, for a total of \$49,300 plus Fall Promotions balance; so therefore, let it be

RESOLVED: The EDDDA board approves to reappropriate funds of \$16,498 from Community Promotions account #297-6100-911-51-00 to Holiday Lights and Ramadan Lighting, account #297-6100-911-34-90 and \$32,802 from Community Promotions account #297-6100-911-51-00 to Snow Removal account #297-6100-911-34-90.

Yes: Vice Chairperson Matthew Dietz, Secretary-Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Director Zaineb A. Hussein, Director Jay P. Kruz, Director Amanda Bright McClanahan, and Director Zo Olabi, and Director Kamal Turfah.

No:

Abstained:

Absent: Director Hamzah Nasser.

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Event Schedule for 2023-EDDDA

Date Adopted: November 17, 2022

Motioned by: Director Kamal Turfah

Seconded by: Director Zaineب Hussein

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) recognize the benefit of marketing and promoting businesses and activities in the District; and

WHEREAS: The EDDDA and WDDDA value programming events and activities to engage the community and bring a vibrancy and a positive economic impact to the districts; 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 and WDDDA approved Dearborn Restaurant Week and Dearborn Farmers & Artisans Market at the October 20, 2022, Joint Board meeting; and

WHEREAS: The Promotions Committee has reviewed and offers the attached additional events schedule for 2023 for board review and approval; so let it be

RESOLVED: The EDDDA agrees to approve the following events and promotions for the 2023 event season, which are funded by the Community Promotions Budget account # 297-6100-911-51-00:

Event	Date
Dearborn Restaurant Week	March 3-12, 2023
Historic Preservation Month Tour and Promotion	May 2023
Ramadan Promotions	March 22 - April 21, 2023
Spring Perennial Exchange	May 20, 2023
Movies in the Park	June 30, July 14, August 18, and September 15, 2023

Adopt- a- Tree Well	October 1 - November 1, 2023
Pumpkin Carving	October 28, 2023
Trick-or-Treat	October 28, 2023
Small Business Saturday and Shop Small Promotions	November 25 - December 24, 2023

; and furthermore

RESOLVED: The EDDDA directs the Promotions Committee and Economic Development staff to develop concepts for activating City Hall Park during the summer and bring back to the EDDDA for consideration no later than the February 2023 Board meeting.

Yes: Vice Chairperson Matthew Dietz, Secretary-Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Director Zaine A. Hussein, Director Jay P. Kruz, Director Amanda Bright McClanahan, and Director Zo Olabi, and Director Kamal Turfah.

No:

Abstained:

Absent: Director Hamzah Nasser.

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Event Schedule for 2023-WDDDA

Date Adopted: November 17, 2022

Motioned by: Director Mayor Abdullah Hammoud

Seconded by: Director Amanda Bright McClanahan

WHEREAS: The West Dearborn Downtown Development Authority (WDDDA) and East Dearborn Downtown Development Authority (EDDDA) recognize the benefit of marketing and promoting businesses and activities in the District; and

WHEREAS: The WDDDA and EDDDA value programming events and activities to engage the community and bring a vibrancy and a positive economic impact to the districts; and

WHEREAS: The EDDDA and WDDDA approved Dearborn Restaurant Week and WDDDA also approved Dearborn Farmers & Artisans Market at the October 20, 2022 Joint Board meeting; and

WHEREAS: The Promotions Committee has reviewed and offers the attached events schedule for 2023 for board review and approval; so let it be

RESOLVED: The WDDDA agrees to approve the following events and promotions for the 2023 event season, which are funded by the Community Promotions Budget account # 296-6100-911-51-00:

Event	Date
Dearborn Restaurant Week	March 3-12, 2023
Historic Preservation Month	May 2023
Ramadan Promotions	March 22 - April 21, 2023
Movies in the Park	June 9, July 7, August 11, September 8, 2023
Ladies Night Out/Adventures on the Ave	June 1-3, 2023

Dearborn Farmers & Artisans Market	June 16-September 15, 2023
Kids Days at the Market	June 16, July 21, August 18, 2023
Friday Nite Music & Food Rallies	June 23, July 28, August 25, 2023
Fall Perennial Exchange	September 16, 2023
Adopt -a- Tree Well	October 1 - November 1, 2023
Pumpkin Carving	October 28, 2023
Trick-or-Treat	October 28, 2023
Small Business Saturday and Shop Small Promotions	November 25 - December 24, 2023
Winterfest Market	December 9, 2023

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Director Tahrik Alcodray, Director Thomas L. Clark, Director Zaineb A. Hussein, Director Amanda Bright McClanahan, and Director Audrey A. Ralko.

No:

Abstained:

Absent: Chairperson Sam Abbas, Vice Chairperson Mohammed Hider, and Director Devon O'Reilly

WEST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Board Attendance Absence Waivers-WDDDA

Date Adopted: November 17, 2022

Motioned by: Mayor Abdullah Hammoud

Seconded by: Director Tahrik Alcodray

WHEREAS: The West Dearborn Downtown Development Authority (WDDDA) and East Dearborn Downtown Development Authority (EDDDA) recognize the benefit of engaged board members with consistent attendance at monthly board meetings; and

WHEREAS: The WDDDA and EDDDA board members have provided their reasons for absences for the 2022 calendar year for absence waiver consideration; and

WHEREAS: The following WDDDA Board Members have met the criteria for absence waivers for June 2022 to October 2022 monthly board meetings, excluding any special board meetings:

Sam Abbas- August 2022;
Mohammed Hider - June 2022, July 2022 and October 2022;
Amanda Bright McClanahan - October 2022;
so let it be

RESOLVED: The WDDDA agrees to approve the presented absence waivers and excuses the absences of Sam Abbas, Mohammed Hider, and Amanda Bright McClanahan for monthly meetings conducted from June 2022 to October 2022.

Yes: Secretary-Treasurer Jackie Lovejoy, Mayor Abdullah Hammoud, Director Tahrik Alcodray, Director Thomas L. Clark, Director Zaineb A. Hussein, Director Amanda Bright McClanahan, and Director Audrey A. Ralko.

No:

Abstained:

Absent: Chairperson Sam Abbas, Vice Chairperson Mohammed Hider, and Director Devon O'Reilly

EAST DEARBORN DOWNTOWN DEVELOPMENT AUTHORITY

Board Attendance Absence Waivers-EDDDA

Date Adopted: November 17, 2022

Motioned by: Director Kamal Turfah

Seconded by: Director Amanda Bright McClanahan

WHEREAS: The East Dearborn Downtown Development Authority (EDDDA) and West Dearborn Downtown Development Authority (WDDDA) recognize the benefit of engaged board members with consistent attendance at monthly board meetings; and

WHEREAS: The EDDDA and WDDDA board members have provided their reasons for absences for the 2022 calendar year for absence waiver consideration; and

WHEREAS: The following EDDDA Board Members have met the criteria for absence waivers for the June 2022 to October 2022 monthly board meetings, excluding any special board meetings:

Eric Woody - July 2022;
Jay Kruz - August 2022;
Amanda Bright McClanahan - October 2022;
Kamal Turfah - October 2022;
Khalil Dabaja - September 2022;
Zo Olabi - July 2022;
so let it be

RESOLVED: The EDDDA agrees to approve the presented absence waivers and excuses the absence as indicated by Eric Woody, Jay Kruz, Amanda Bright McClanahan, Kamal Turfah, Khalil Dabaja, and Zo Olabi for the monthly meetings conducted from June 2022- October 2022.

Yes: Vice Chairperson Matthew Dietz, Secretary-Treasurer Khalil Dabaja, Mayor Abdullah Hammoud, Director Zaineb A. Hussein, Director Jay P. Kruz, Director Amanda Bright McClanahan, and Director Zo Olabi, and Director Kamal Turfah.

No:

Abstained:

Absent: Director Hamzah Nasser.

Downtown Dearborn

Executive Committee Meeting Minutes

9:00am

December 5, 2022

Via Zoom

Meeting Attendees: Cristina Shepperd-Decius, Janet Bloom, Angela Fortino, Steve Diesler, Steve Horstman, Matthew Dietz, Khalil Dabaja, Sam Abbas, Jackie Lovejoy

A. Joint Board Meeting Agenda Items

- a. Vision Plan: This item being handed off to Economic Development for future development in the new year.

B. WDDDA Only Items

- a. Bryant Library Greenspace Budget/Extra Funding Needed – initial budget was for \$150,000 split between WDDDA, Library System and City of Dearborn. Downtown Dearborn still not in receipt of updated cost estimates from SmithGroup but it is understood the costs will have increased. Cristina suggested one option is for WDDDA front the costs with contributions coming later from partner agencies.

C. EDDDA Only Items

- a. Potential – Open Door Dearborn Grant: Retro Image – Steve Diesler states they are anxious to apply. He needs to go the D.E.V. Committee first.
- b. Open Door Dearborn Grant: Green Brain – Steve Diesler states they are ready to apply for the Level III grant. The D.E.V. Committee has endorsed their improvements.
- c. Temporary Landscape & Maintenance Contract (Continuation of Service) – the initial multi-year BID is still ongoing necessitating the extension of the Four Searson contract extension through the end of January 2023.

D. New Business/Discussion

- a. FYE2024 Budgets – Angela Fortino stated city departments are beginning their budget meetings this afternoon. City is now responsible for development of West & East DDA budgets.
- b. Lot E & Wellesley Design Kick Off – Meeting is scheduled with SmithGroup to share their proposed plans with staff and local businesses.
- c. WDDDA Pocket Park – Sam Abbas asked for updated plans. There is construction happening by Sheeba and the park is suffering damage. Angela will investigate what's happening via code enforcement.
- d. City Hall Park (Peace Park Updates) – No updates available at this time.
- e. MOM Grant Announcements – Steve Diesler stated Green Brain Comics received a \$25,000 grant for physical improvements.

E. Old Business

- a. Staffing Update & Transitioning – Angela provided an update on position interviews happening soon.
- b. Executive Board Nominations from Committee Due by Jan. 5 – Board members agreed to double their efforts on getting nominations in place.

- c. Holiday Lighting/Décor Update – Cristina and Janet provided an update on progress. Sam Abbas was concerned with the delays with the install of the holiday curtain lights. He asked to review consideration of payment given the delay. The Economic Development/Purchasing and DDAs will be getting in touch with the vendor seeking a resolution.
 - d. Open Door Dearborn Grant Update – Steve Diesler provided an update on Open Door budget numbers. \$17,500 remains for projects in the East. There are businesses who have expressed interest. In the West \$15,000 remains for projects. Spring time should show increased interest from businesses.
 - e. Website – Cristina provided details on the soft launch of the new site, which is now live. Fixes are ongoing.
- F. Call to Executive Committee

Downtown Dearborn

Promotions Committee Meeting Minutes

11:30am

November 30, 2022

Via Zoom

Members Present: Cristina Shepperd-Decius, Janet Bloom, Katie Green, Helen Lambrix, Angela Fortino, Elizabeth Curran, Julie Schaefer, Matthew Dietz, Steve Horstman

- A. Storytelling Time: Members shared different community happenings with the group.
- B. Social Media Report: Helen Lambrix reported on outreach efforts of Downtown Dearborn. Angela provided an update on the hiring of new ED staff relative to the DDAs. Looking to work closely with committee members on strategizing with the new staff. Staff turnover at WDET has led to challenges in moving forward.
- C. 4th Quarter Event Plans: Katie Green stated Shop Small Saturday was less successful this year for a variety of reasons (weather, U-M football game, etc.). However, she did an interview with WWJ that drew in customers. Helen mentioned the new website had a soft launch.
 - a. Shop Small Marketing Plan
- D. Bandwango Update: Helen stated 17 businesses have signed on.
- E. Volunteer Management:
 - a. Committee Needs: new members are needed with fresh insights. Also need a better committee structure for more effective leadership. Committee members were asked for potential new member names. Suggestions include Sweet Spot owner, Education Foundation members, Dearborn Shop. Members agreed to handle outreach to these potential members. Angela has been tasked with developing the 2023 Promotions Committee meeting schedule.
 - b. Volunteer Recruitment & Training Packet: Janet & Jackie are finalizing the document.
- F. Final 2023 Event Schedule Review: Board Resolution was highlighted that was approved at the Joint East/West Committee November meeting.
- G. 1st Quarter 2023 Events
 - a. DRW Committee Recruitment: Helen mentioned it was crucial for the success of the event that a strong committee be established.
 - b. DRW Sponsorship & Restaurant Recruitment: Updated sponsor/recruitments are being finalized and will be shared with Angela shortly.

Downtown Dearborn

Design & Economic Vitality Committee Meeting Minutes

2:00pm

November 30, 2022

Via Zoom

Members Present: Steve Diesler, Katie & Dan Merritt, Matthew Dietz, Cristina Shepperd-Decius, Janet Bloom, Angela Fortino, Steve Horstman, Eric Blaine, Jackie Lovejoy

A. Open Door Dearborn

a. Applicants & Update

i. WDDDA:

ii. EDDDA:

1. Green Brain (Level III): Katie detailed progress surrounding their grant application. Steve Diesler will reach out to Michael Kirk regarding proposed building materials. Proposed canopy may go. Goal for project completion is end of May 2023. Motion by Matthew Dietz, seconded by Eric Blaine to approve the Level III grant application.

B. Available Properties & Development Updates

C. Project/Program Updates

- a. Vision Plan: Currently in the hands of the Economic Development Department.
- b. Scooter Ordinance: Ordinance on hold. City will move on this when ready.
- c. Library Lot – Greenspace Conversion: Updated budget needed from Kelly Burks at SmithGroup.
- d. Pedestrian Alley: Updated provided. General agreement this will be a transformative project for the East.
- e. Lot E & Wellesley Lot: Design updates from SmithGroup were discussed. No action taken.
- f. Art Project – Tree Wells & Banners: Cristina recommended that City continue working with Emmajean Woodyard on this project.



SCHAEFER PEDESTRIAN ALLEYS

EAST DOWNTOWN DEARBORN

CONCEPTUAL DESIGN

NOVEMBER 17, 2022

TODAY'S AGENDA

- Project Background
- Alley Inspiration
- Conceptual Design
- Cost Opinion
- Questions

PROJECT PURPOSE/PROCESS

Project Scope: Develop a **conceptual vision** for the west and east alleys along Schaefer Road

- Stakeholder Kickoff
- RAP Grant Submittal (June)
- Concept Sketches
- Stakeholder Review Meetings
- RAP Grant Award Notification (Sept)
- Refine Preferred Alternative
- Cost Opinion Development



CURRENT CONDITIONS

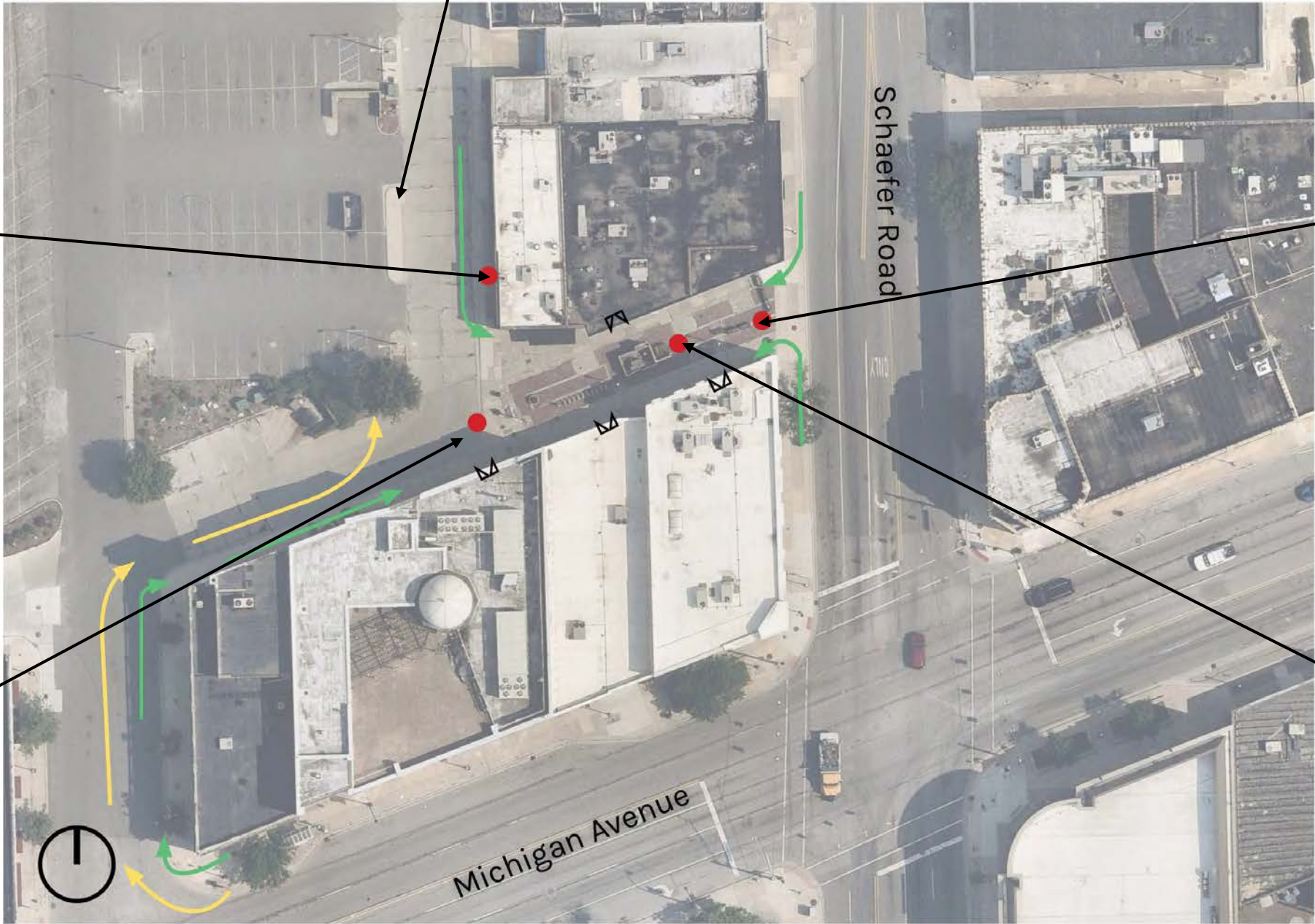
WEST SCHAEFER ALLEY



Sidewalk is narrow & exposed.



Entrance to museum does not feel inviting.



Islands are small and paved over

Schaefer Road

Michigan Avenue



Alley entrance needs visual interest.



Pavement is very poor condition, lack of inviting amenities

CURRENT CONDITIONS

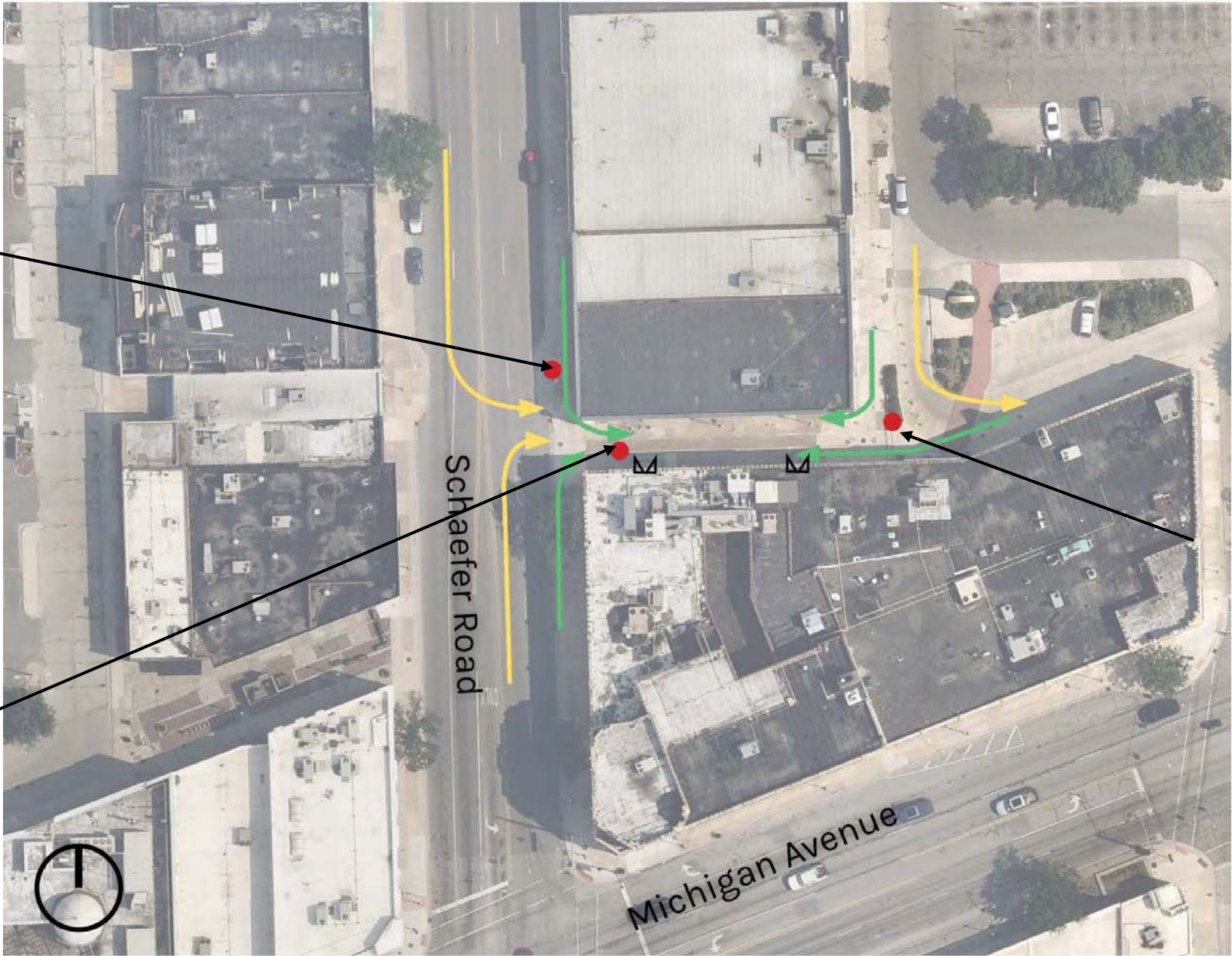
EAST SCHAEFER ALLEY



Alley entrance is not welcoming.



Alley is narrow, dark, and canyon-like.



Vehicles mix with pedestrians, limited access from adjacent buildings (Finish floor is higher)

PROJECT GOALS

“Create an identity”

“Make more inviting and clean”

“Serve as connector for area businesses”

“Activate the space -- make it come alive!”

“Program day and night”

elements

- Improved pedestrian circulation (safety) including lighting
- Incorporate green stormwater and landscape
- Incorporate art
- Include a mobility hub (micro transit & bicycle/scooter)
- Outdoor seating (general & café)
- Small outdoor gathering or performance space
- Provide central dumpster location



ALLEY INSPIRATION

URBAN ALLEY PRECEDENTS

DAIRY BLOCK

DENVER, CO

Placemaking // stormwater management // lighting



Image source: <https://dairyblock.com/>



Image source: <https://dairyblock.com/>

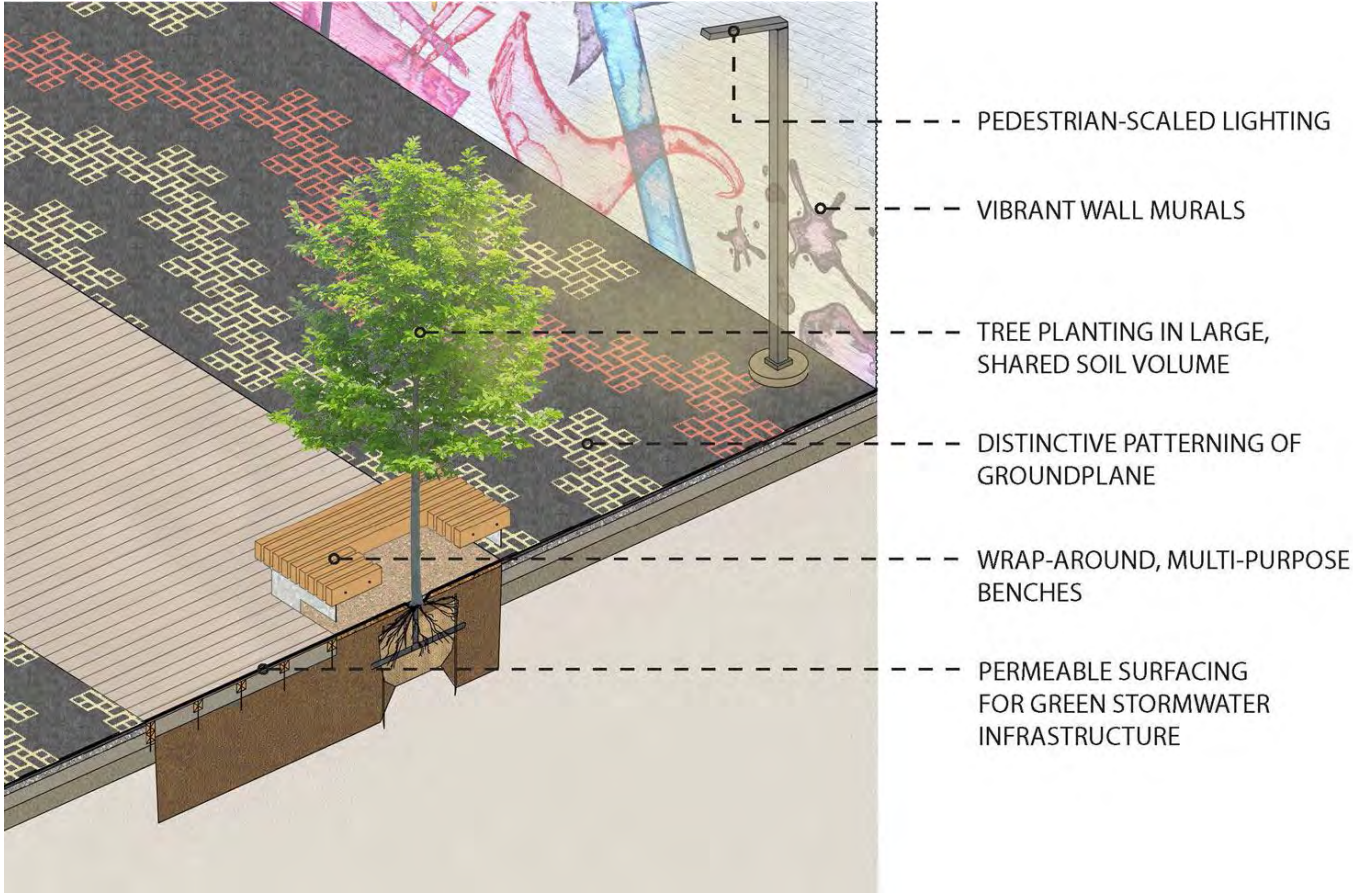
LAWRENCE ALLEY

LAWRENCE, MA

Placemaking // stormwater management // paving



Image source: <https://www.klopfermartin.com/projects/lawrence-connector>



20 FT WIDE

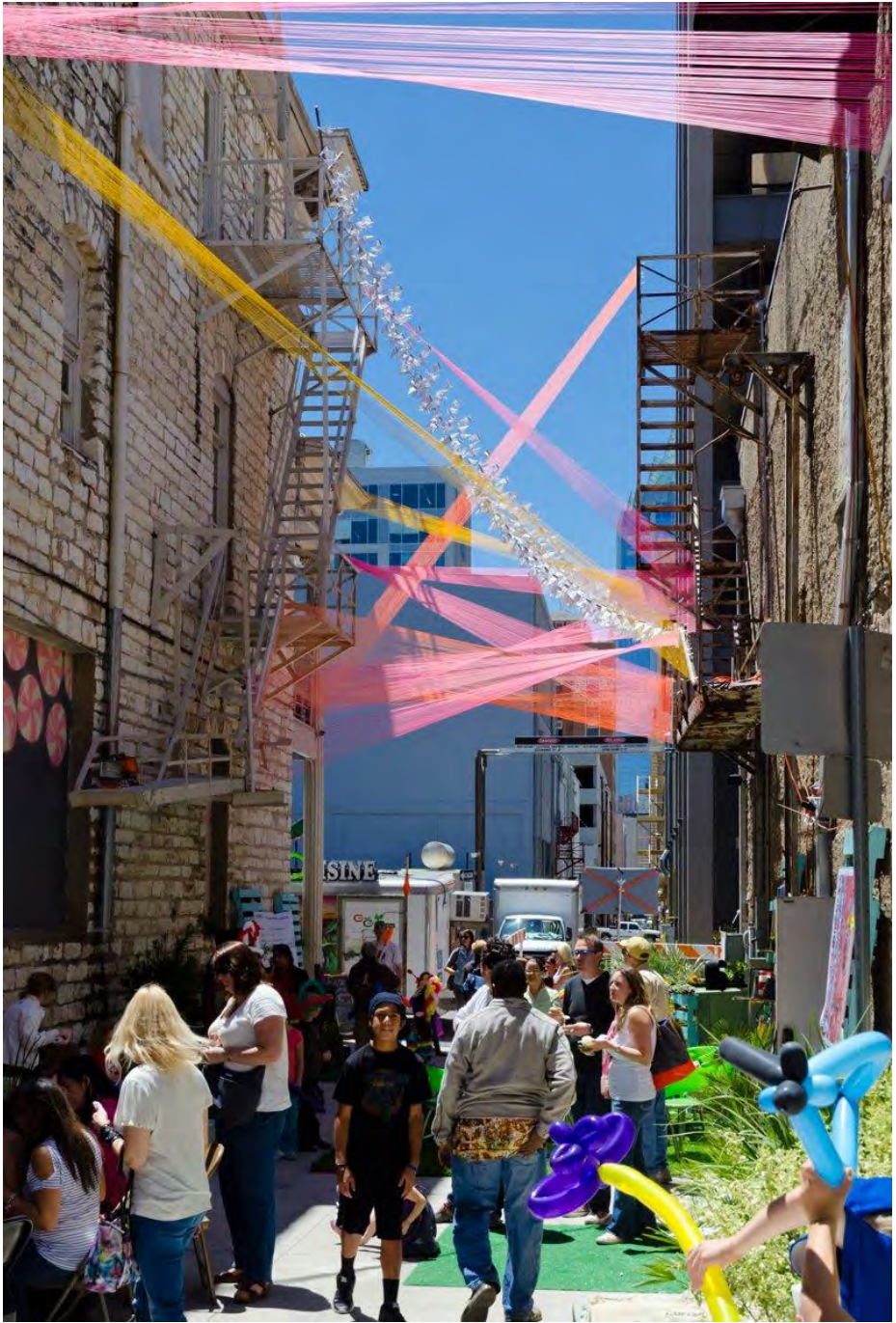
AUSTIN, TX
Placemaking



Images source: <https://www.thelanewayproject.ca/blog/laneways-we-love-20ft-wide-in-austin-texas>



Temporary performance areas



Sails offer low cost, temporary placemaking opportunities.

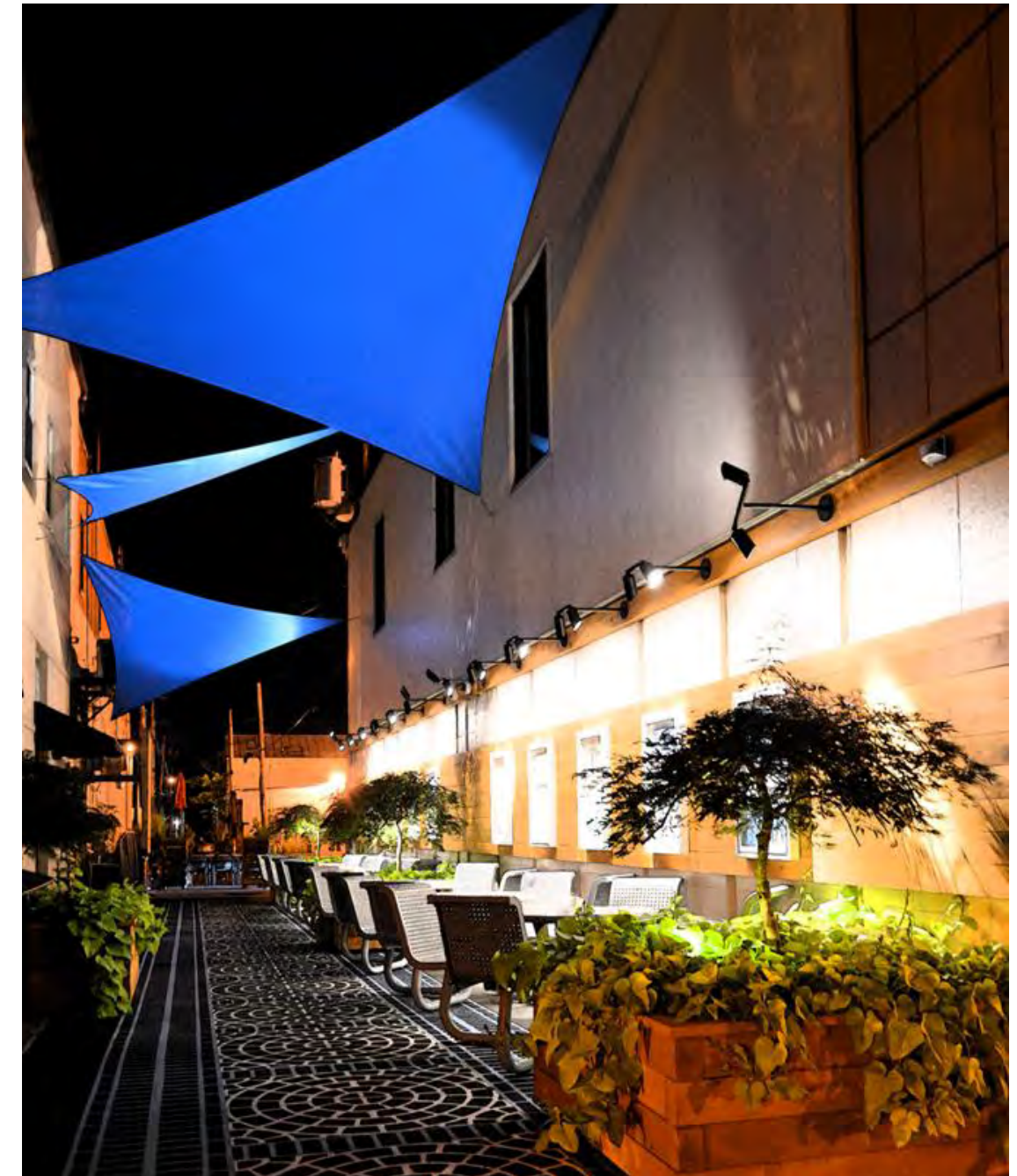
THE ALLEY

WARSAW, IN

Placemaking // parking lot & pedestrian interface // lighting



Impermanent, wood entry way creates sense of arrival.



Wood panels on walls anchor lighting and programming.

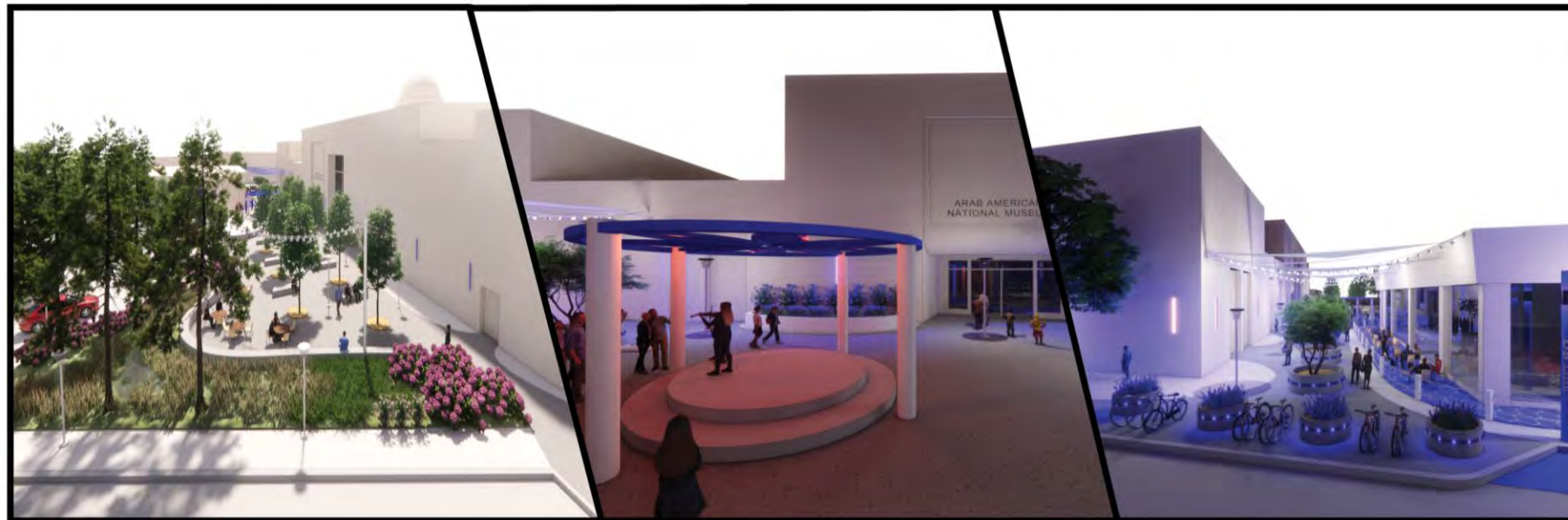
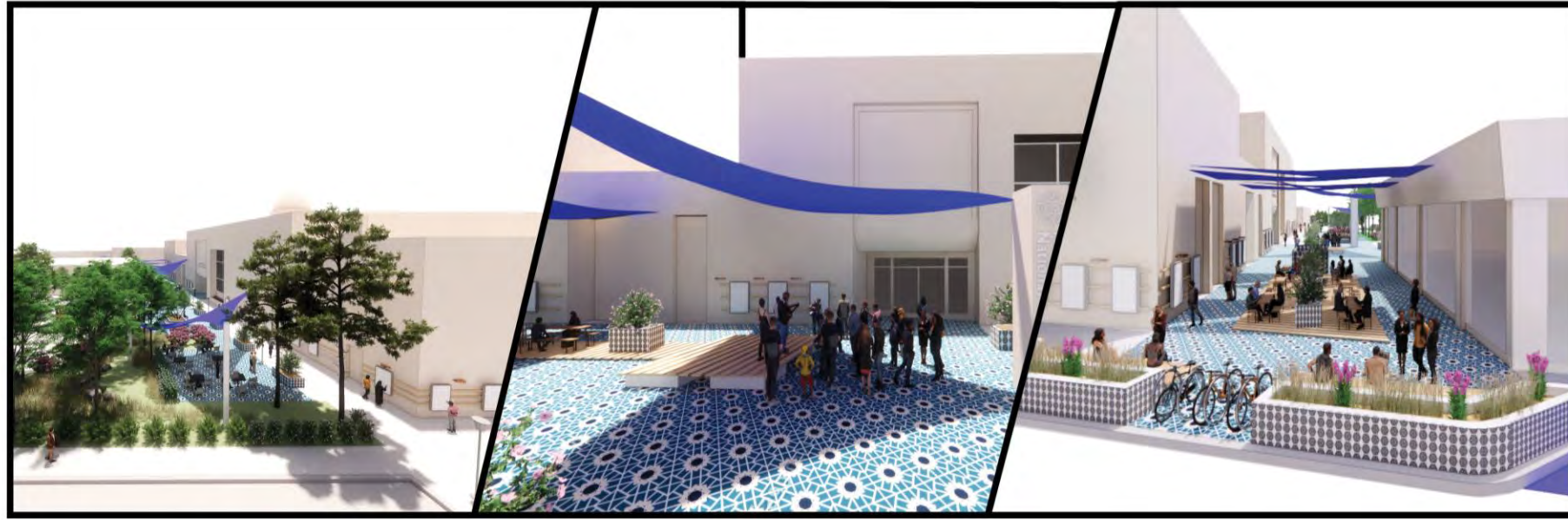


CONCEPTUAL DESIGN

ALTERNATIVES

Stakeholder's Liked:

- Special pavement
- Central dining area
- Shade sails and new lighting
- Open plaza w/ stage
- Supplemental dining area (near Neckel)
- Parking lot intervention

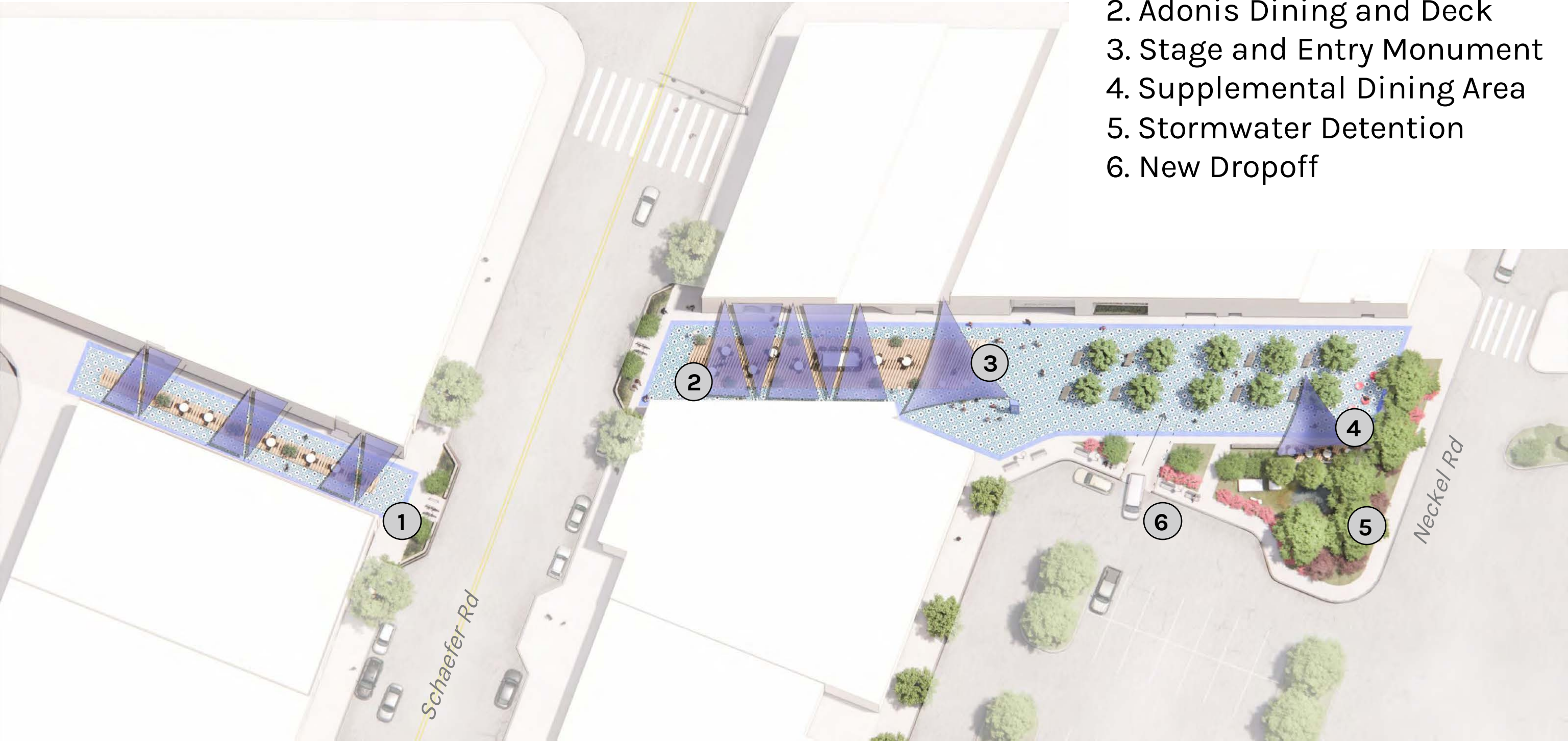


Stakeholder's Expressed Concern About:

- Maintenance of art installations
- Mounted display cases
- Delivery access for the museum
- Snow removal

CONCEPT PLAN

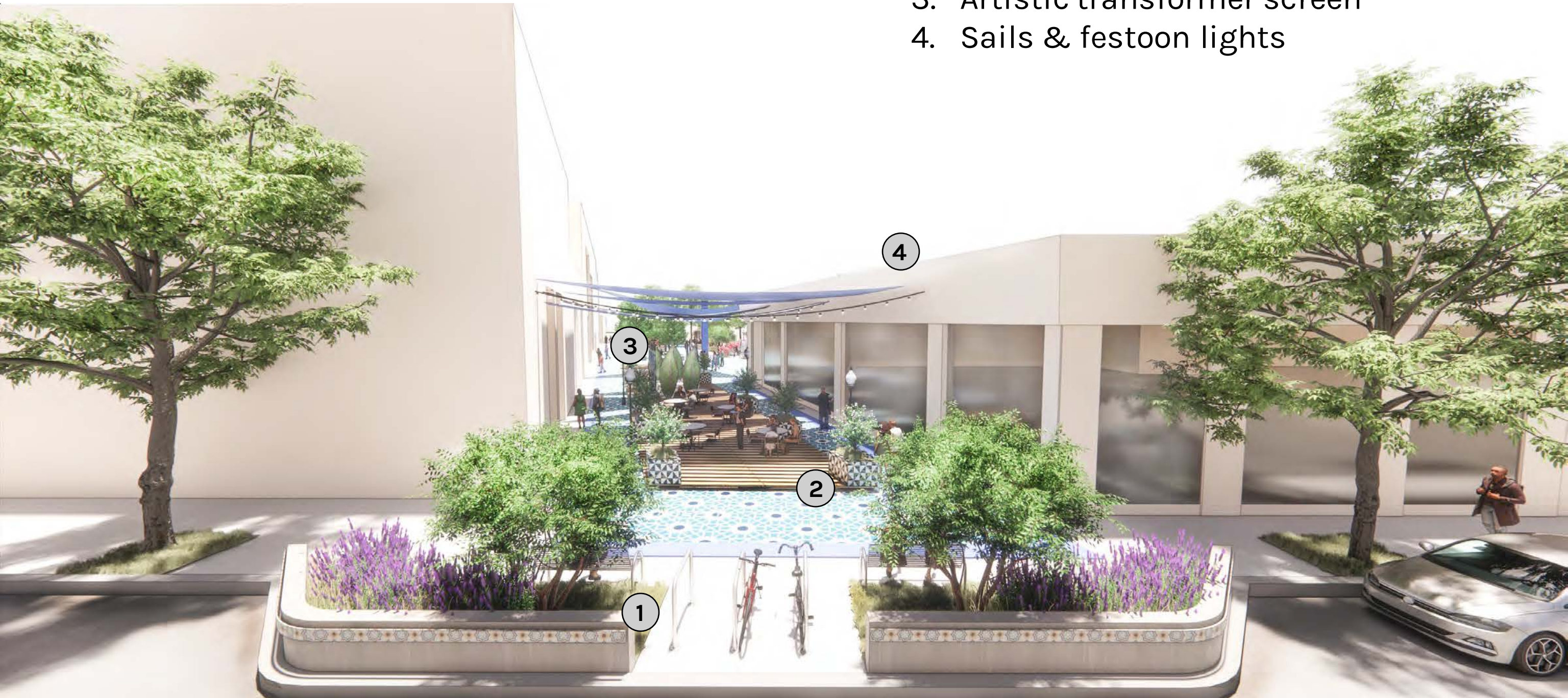
- 1. East Alley
- 2. Adonis Dining and Deck
- 3. Stage and Entry Monument
- 4. Supplemental Dining Area
- 5. Stormwater Detention
- 6. New Dropoff



CONCEPT PLAN

ADONIS DINING AREA

1. Planters, bike racks & benches
2. Deck & dining area above stormwater
3. Artistic transformer screen
4. Sails & festoon lights



CONCEPT PLAN

STAGE AND ENTRY

1. Entry monument & stage gathering area
2. Seat walls and plaza
3. New drop off and seating
4. Reuse and Supplement existing lighting



CONCEPT PLAN

NECKEL STORMWATER AND DINING

1. Supplemental dining area
2. Green screen and stormwater detention
3. Top chairs & seat walls



CONCEPT PLAN

EAST ALLEY

1. Planters, bike racks & benches
2. Deck & stormwater drain
3. Sails and festoon lights



COST OPINION

Cost Summary

West Alley & Parking Lot

Subtotal : \$ 1,432,050

East Alley

Subtotal : \$ 352,386

*Project Subtotal : \$
1,784,486*

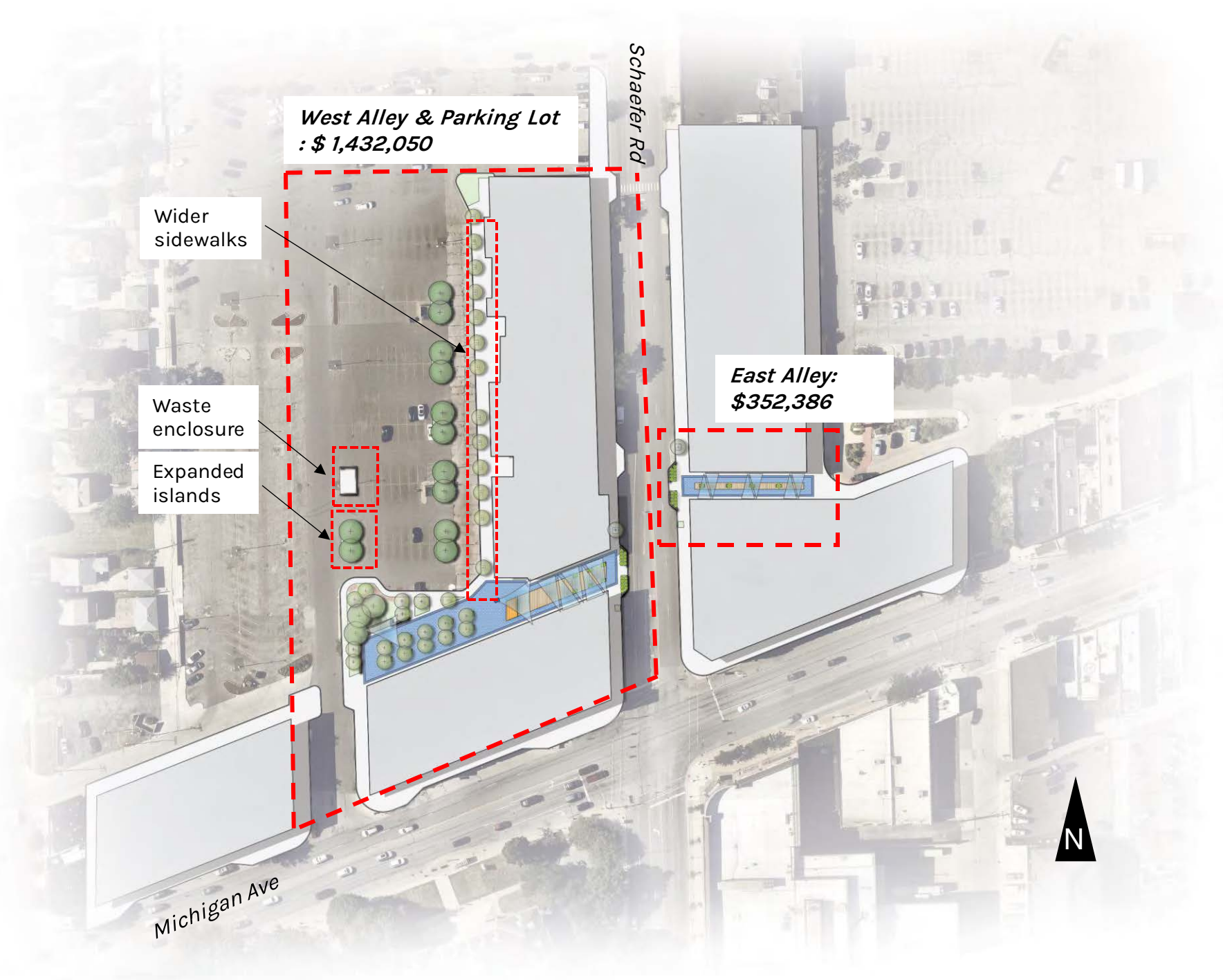
Mobilization (10% of Subtotal): \$ 178,443

Contingency (25% of Subtotal): \$ 446,109

Project Total: \$ 2,408,988*

***Does not include:**

- Artwork (murals, custom screens, projection art, etc)
- Tables and chairs





QUESTIONS?

SMITHGROUP

MULTI-MODAL IMPLEMENTATION

2022

AGENDA

MULTI-MODAL NETWORK

Prior planning efforts

East Dearborn proposed routes

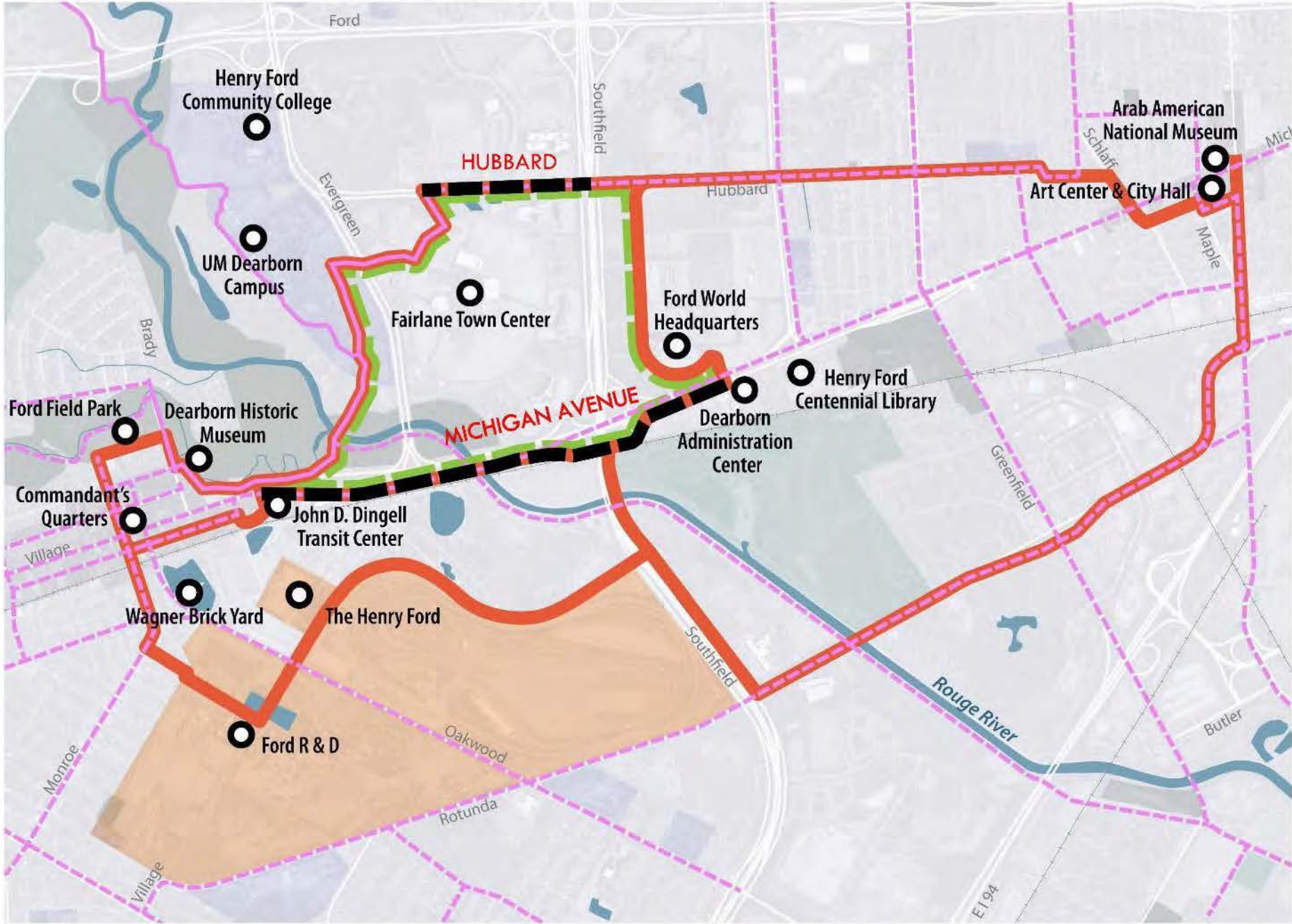
West Dearborn proposed routes

Micro mobility infrastructure

PRIOR PLANNING EFFORTS

CULTURAL TRAIL

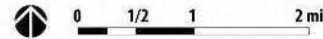
The Inner Loop is a smaller segment of the overall Cultural Trail. The Inner Loop Project is comprised of two separate corridors, Michigan Avenue and Hubbard Drive and when installed will complete the Inner Loop Trail.



The Michigan Avenue segment is located on the south side of Michigan Avenue and extends from the Dingell Transit Center east to the Ford World Headquarters and is approximately 1.5 miles in length.

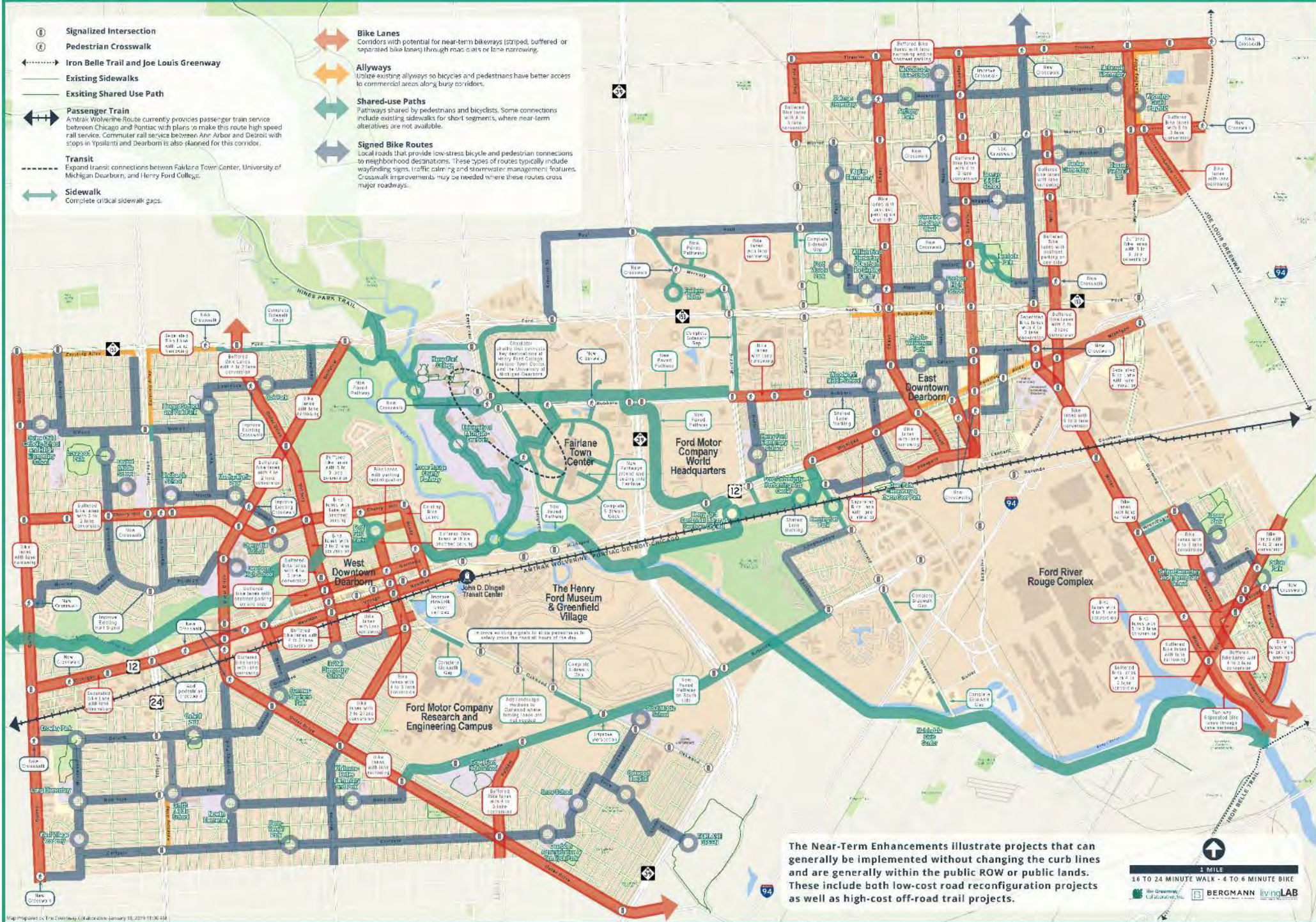
The Hubbard Drive segment is located on the north side of Hubbard and extends from the UofM Dearborn Campus to Southfield Road. The segment is approximately 0.5 miles in length.

- Legend:
- Project Extent
 - Proposed Trail
 - Inner Loop
 - Existing Trail
 - City Masterplan Proposed Trail
 - Railway
 - Ford Campus
 - College or School Site
 - Golf Course
 - Park
 - Downtown
 - Water
 - Landmarks



MULTI-MODAL PLAN

NEAR-TERM ENHANCEMENT



INDEX TO SHEETS	
TITLE	SHEET No.
GENERAL PLAN	1
PAVEMENT MARKING	2-18
PERMANENT SIGNAGE DETAILS	19

TRAFFIC DATA - OUTER DRIVE

% COMMERICAL	TRAFFIC VOLUME (ADT)	POSTED SPEED	DESIGN SPEED
PRESENT (2017)	PRESENT (2017)	35 MPH	35 MPH
FUTURE (2017)	FUTURE (2017)	35 MPH	35 MPH

UTILITIES

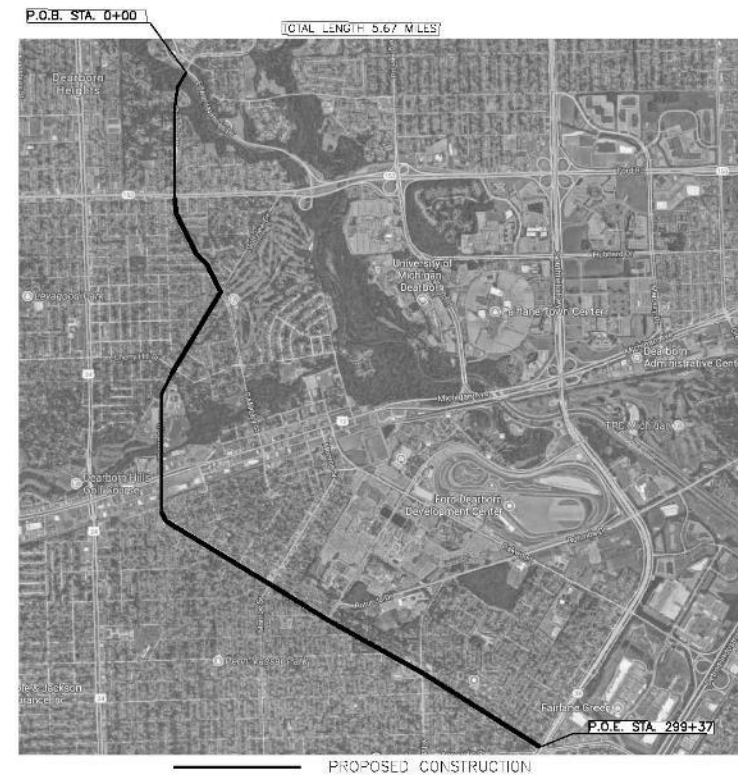
<p>WATER CITY OF DEARBORN WATER DIVISION 2951 GREENFIELD DEARBORN, MI. 48120</p> <p>ELECTRIC (UNDERGROUND) DETROIT Edison 2000 SECOND AVE. 520 SERVICE B.D.C. DETROIT, MI. 48226</p> <p>ELECTRIC (OVERHEAD) DETROIT Edison 2000 SECOND AVE. DETROIT, MI. 48226</p> <p>COMMUNICATIONS CITY OF DEARBORN 2951 GREENFIELD DEARBORN, MI. 48120</p> <p>DEARBORN WATER & SEWER DEPT. 3501 GENE DETROIT, MI. 48107</p>	<p>TELEPHONE AT&T 31109 PLYMOUTH RD. RM. 301 LIVINGIA, MI. 48150</p> <p>CABLE T.V. COMCAST 27800 FRANKLIN RD. SOUTHFIELD, MI. 48034</p> <p>CABLE T.V. WIDE OPEN WEST 950 E WHITCOMB MARLBOROUGH, MI. 48071</p> <p>SEWER CITY OF DEARBORN SEWERAGE DIVISION 2951 GREENFIELD DEARBORN, MI. 48120</p> <p>GAS DTE (MICH.COM) 1750 ALLEN RD. MELVINDALE, MI. 48122</p>
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TYPICAL LEGEND

[illegible]

CITY OF DEARBORN
IN WAYNE COUNTY
IN COOPERATION WITH
MICHIGAN DEPARTMENT OF TRANSPORTATION
AND
THE FEDERAL HIGHWAY ADMINISTRATION
OUTER DRIVE GREENWAY
HINES DRIVE TO SOUTHFIELD FREEWAY (M-39)

JOB NO. _____ CONTROL SECTION NO. _____ FEDERAL PROJECT NO. _____ FEDERAL ITEM NO. _____



GENERAL NOTES:

THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE PERFORMED IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION 2012 STANDARD SPECIFICATIONS FOR CONSTRUCTION (INCLUDING REFERENCED M.D.O.T. STANDARD PLANS AND PUBLICATIONS) AND THIS PROJECT'S CONTRACT DOCUMENTS.

THE PROPOSED IMPROVEMENTS COVERED BY THESE PLANS ARE DESIGNED
IN ACCORDANCE WITH 2014 MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM GUIDELINES FOR GEOMETRICS (3R).

THE LOCATION OF ALL PUBLIC UTILITIES ON THESE PLANS IS TAKEN FROM THE BEST AVAILABLE DATA. THE CITY OF DEARBORN WILL NOT BE RESPONSIBLE FOR ANY OMISSION OR VARIATIONS FROM THE LOCATIONS SHOWN, PURSUANT TO ACT 33 OF THE PA OF 1974 AS A CONDITION OF THIS CONTRACT. PROTECTION OF UNDERGROUND UTILITIES, THE CONTRACTOR SHALL DISPLAY THE W-9482-1-1 WARNING SIGNS 72 HOURS PRIOR TO EXCAVATION IN THE VICINITY OF THE UTILITY LINES. ALL "MISS DIG" PARTICIPATING MEMBERS ARE TO BE ROUTINELY NOTIFIED, THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM. M.D.O.T. FACILITIES ARE NOT A PART OF THE "MISS DIG" SYSTEM.

THE CONTRACTOR SHALL LOCATE ALL ACTIVE UTILITIES PRIOR TO STARTING WORK, AND SHALL CONDUCT ITS OPERATION IN SUCH A MANNER AS TO INSURE THAT THOSE UTILITIES NOT REQUIRING RELOCATION WILL NOT BE DISTURBED. THE CONTRACTOR SHALL CONDUCT THE WORK AND SHALL COOPERATE WITH SUCH OTHER PARTIES SO AS TO CAUSE AS LITTLE INTERFERENCE AS POSSIBLE WITH THE OPERATIONS AS OUTLINED IN M.D.O.T. STANDARD SPECIFICATIONS.

TRAFFIC SHALL BE MAINTAINED BY THE CONTRACTOR THROUGHOUT THE PROJECT IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION'S 2012 STANDARD SPECIFICATIONS FOR CONSTRUCTION, INCLUDING ANY SUPPLEMENTAL SPECIFICATIONS AS HEREBY SPECIFIED. ALL TRAFFIC CONTROL DEVICES AND THEIR USE SHALL CONFORM TO THE MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, 2010 EDITION, INCLUDING ANY REVISIONS. THE CONTRACTOR SHALL MAINTAIN THE PROTECT PEDESTRIAN TRAFFIC DURING ALL PHASES OF THE CONTRACT WORK AND SHALL MEET THE APPROVAL OF THE AGENCY HAVING JURISDICTION THEREOF.

SIGNING AND BARRICADING FOR TRAFFIC MAINTENANCE OF THIS PROJECT WILL BE PROVIDED AND PLACED BY THE CONTRACTOR AS DIRECTED BY THE ENGINEER. THE CONTRACTOR SHALL FURNISH, ERECT, PELCATTE, AND MAINTAIN ALL BARRICADES (LIGHTED), SIGNS AND SIGN SUPPORTS FOR THE SAFETY AND PROTECTION OF THE PROJECT AND THE PUBLIC FOR THE DURATION OF THE PROJECT.

CONTRACTOR STAGING AND STORAGE LOCATION WILL BE CONTRACTOR'S RESPONSIBILITY.

DESCRIPTION OF WORK:
THE WORK COVERED BY THESE PLANS INCLUDES: PAVEMENT MARKING,
PERMANENT SIGN PLACEMENT, AND 5.57 MILES OF MAINTAINING TRAFFIC.

[illegible]

EAST DEARBORN

BIKE NETWORK

Buffered Bike Lanes



Source: NACTO

Bike Lane



Sharrow



Source: NACTO

EAST DEARBORN PROPOSED ROUTES

EAST DOWNTOWN

NEAR TERM ENHANCEMENTS

**Signalized Intersection**

**Pedestrian Crosswalk**

**Iron Belle Trail and Joe Louis Greenway**

**Existing Sidewalks**

**Existing Shared Use Path**

**Passenger Train**

Amtrak Wolverine Route currently provides passenger train service between Chicago and Pontiac with plans to make this route high speed rail service. Commuter rail service between Ann Arbor and Detroit with stops in Ypsilanti and Dearborn is also planned for this corridor.

**Transit**

Expand transit connections between Fairlane Town Center, University of Michigan Dearborn, and Henry Ford College.

**Sidewalk**

Complete critical sidewalk gaps.

**Bike Lanes**

Corridors with potential for near-term bikeways (striped, buffered or separated bike lanes) through road diets or lane narrowing.

**Allyways**

Utilize existing allyways so bicycles and pedestrians have better access to commercial areas along busy corridors.

**Shared-use Paths**

Pathways shared by pedestrians and bicyclists. Some connections include existing sidewalks for short segments, where near-term alternatives are not available.

**Signed Bike Routes**

Local roads that provide low-stress bicycle and pedestrian connections to neighborhood destinations. These types of routes typically include wayfinding signs, traffic calming and stormwater management features. Crosswalk improvements may be needed where these routes cross major roadways.



EAST DOWNTOWN

FUTURE ENHANCEMENTS

Signalized Intersection

Pedestrian Crosswalk

High Speed Rail
Amtrak Wolverine Route currently provides passenger train service between Chicago and Pontiac with plans to make this route high speed rail service. Commuter rail service between Ann Arbor and Detroit with stops in Ypsilanti and Dearborn is also planned for this corridor.

Multimodal Boulevards
Large thoroughfares that separate each transportation mode into a parallel route. Physical buffers are provided between transportation modes with significant speed differentials. These corridors accommodate automobiles, transit, autonomous shuttles, personal mobility vehicles, bicycles and pedestrians.

Crosstown Corridors
Essential to the flow of people between neighborhoods, these corridors encourage safe speeds to enhance the experience of non-motorized users and improve the overall safety of the roadway. Dedicated facilities for people who walk and bike are provided, such as separated bike lanes, pedestrian crossings and sidewalks.

Iron Belle Trail and Joe Louis Greenway

Existing Sidewalks

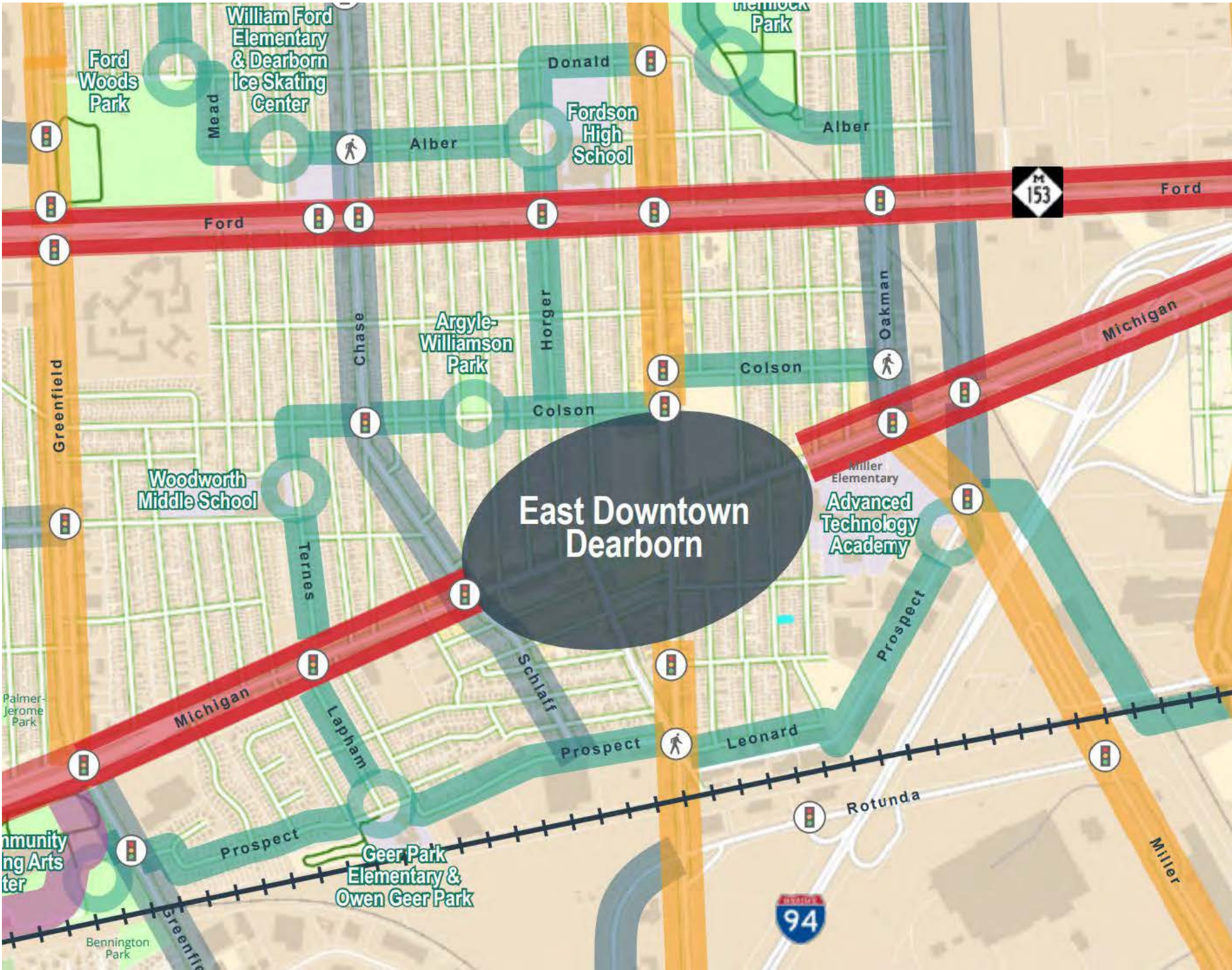
Existing Shared Use Path

Local Transit Routes
Corridors with local bus service that foster a pedestrian scale environment where walking and biking actively complement public transit. Dedicated facilities for people who walk and bike are provided, such as separated bike lanes, pedestrian crossings and sidewalks.

Neighborhood Connectors
Local roads and trails that provide low-stress bicycle and pedestrian connections to neighborhood destinations. These types of routes typically include wayfinding signs, traffic calming and stormwater management features.

Green Express Routes
Corridors dedicated to providing direct high amenity connections between key destinations for pedestrians, bicycles, and a variety of zero emission personal mobility vehicles.

Greenways
Pathways shared by pedestrians and bicyclists located away from the roadway that are along and within natural areas



EAST DEARBORN

PROPOSED BIKE NETWORK

North : South

Jonathon

30' curb to curb
Signed Bike Routes
Sharrow Recommended

Maple

40' curb to curb
Bike lanes
-Buffered bike lanes with one on street pkg recommended

Schaefer

60' curb to curb
Buffered bike lane with 4 to 3 lane conversion
Sharrow Recommended

Schlaff

30' curb to curb
Bike lanes with lane narrowing
Sharrow Recommended

*Orange notes above are the short-term recommendations from the multi-modal planning effort.

East : West

Colson

30' to 35' curb to curb
Signed Bike Routes
Sharrow Recommended

Michigan (North Alley)

20' - 25' alleyway
Sharrow Recommended

Osborne

25' to 30' curb to curb
Signed Bike Routes
Sharrow Recommended

Key

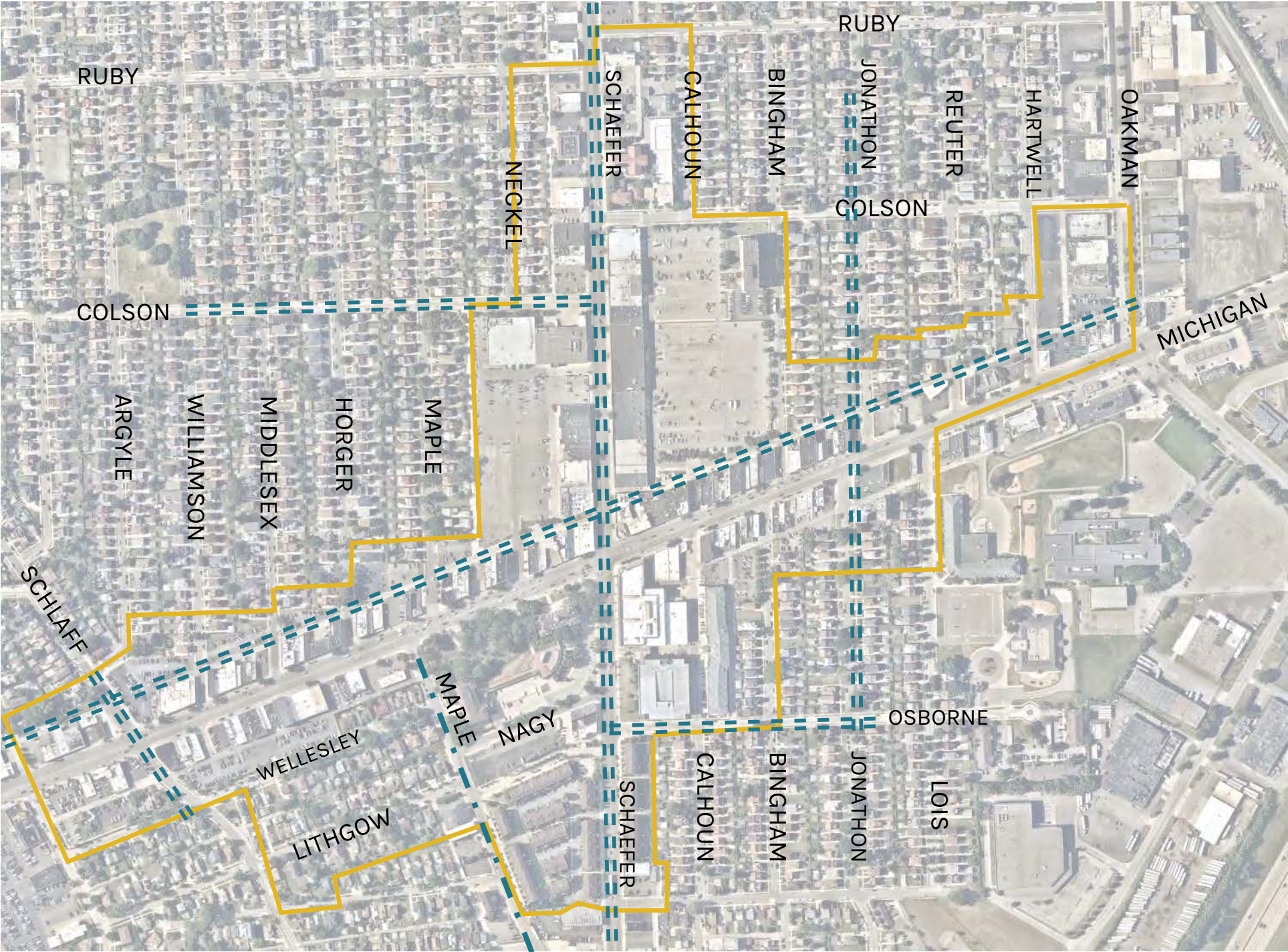
DDA Limit

Existing bike lanes

On street bike lanes

Buffered bike lanes

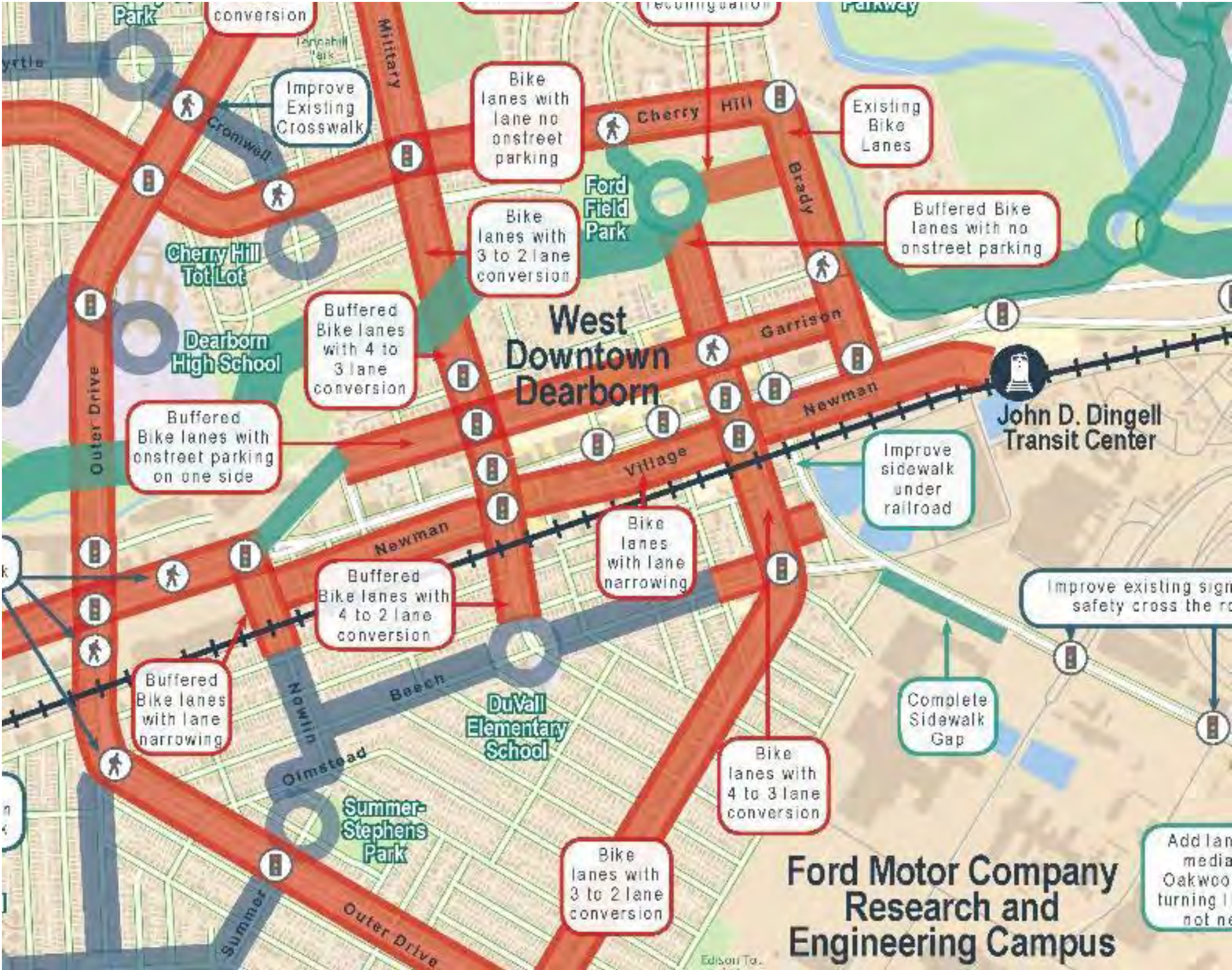
Sharrow



WEST DEARBORN PROPOSED ROUTES

WEST DOWNTOWN

NEAR TERM ENHANCEMENTS



WEST DOWNTOWN

FUTURE ENHANCEMENTS

Signalized Intersection

Pedestrian Crosswalk

High Speed Rail
Amtrak Wolverine Route currently provides passenger train service between Chicago and Pontiac with plans to make this route high speed rail service. Commuter rail service between Ann Arbor and Detroit with stops in Ypsilanti and Dearborn is also planned for this corridor.

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Crosstown Corridors
Essential to the flow of people between neighborhoods, these corridors encourage safe speeds to enhance the experience of non-motorized users and improve the overall safety of the roadway. Dedicated facilities for people who walk and bike are provided, such as separated bike lanes, pedestrian crossings and sidewalks.

Iron Belle Trail and Joe Louis Greenway

Existing Sidewalks

Existing Shared Use Path

Local Transit Routes
Corridors with local bus service that foster a pedestrian scale environment where walking and biking actively complement public transit. Dedicated facilities for people who walk and bike are provided, such as separated bike lanes, pedestrian crossings and sidewalks.

Neighborhood Connectors
Local roads and trails that provide low-stress bicycle and pedestrian connections to neighborhood destinations. These types of routes typically include wayfinding signs, traffic calming and stormwater management features.





Green Express Routes
Corridors dedicated to providing direct high amenity connections between key destinations for pedestrians, bicycles, and a variety of zero emission personal mobility vehicles.

Greenways
Pathways shared by pedestrians and bicyclists located away from the roadway that are along and within natural areas



WEST DEARBORN

EXISTING BIKE NETWORK

- On street bike lanes 
- Cycle track 
- Shared-use path 
- Buffered bike lanes 

Dedicated Lanes

Monroe from RR to Ford Field and East to Brady



Sharrow

West Village from Howard to Oakwood



WEST DEARBORN

PROPOSED BIKE NETWORK INNER LOOP

North : South

Monroe

Existing bike lanes

Military

40' curb to curb

Bike lanes with 3 to 2 lane conversion

4 travel lanes between Garrison & RR Tracks

2-12' travel lanes, 2-8' bike lanes

2-12' travel lanes, 2' buffer, 2-6' bike lanes recommended

East : West

Garrison

40' curb to curb

Buffered bike lanes with one on street pkg

2-10' travel lanes, 1-9' on street pkg, 2-5.5' bike lanes recommended

West Village

25'-30' curb to curb

Bike lanes with lane narrowing

Sharrow recommended

*Orange notes above are the short-term recommendations from the multi-modal planning effort.

Key

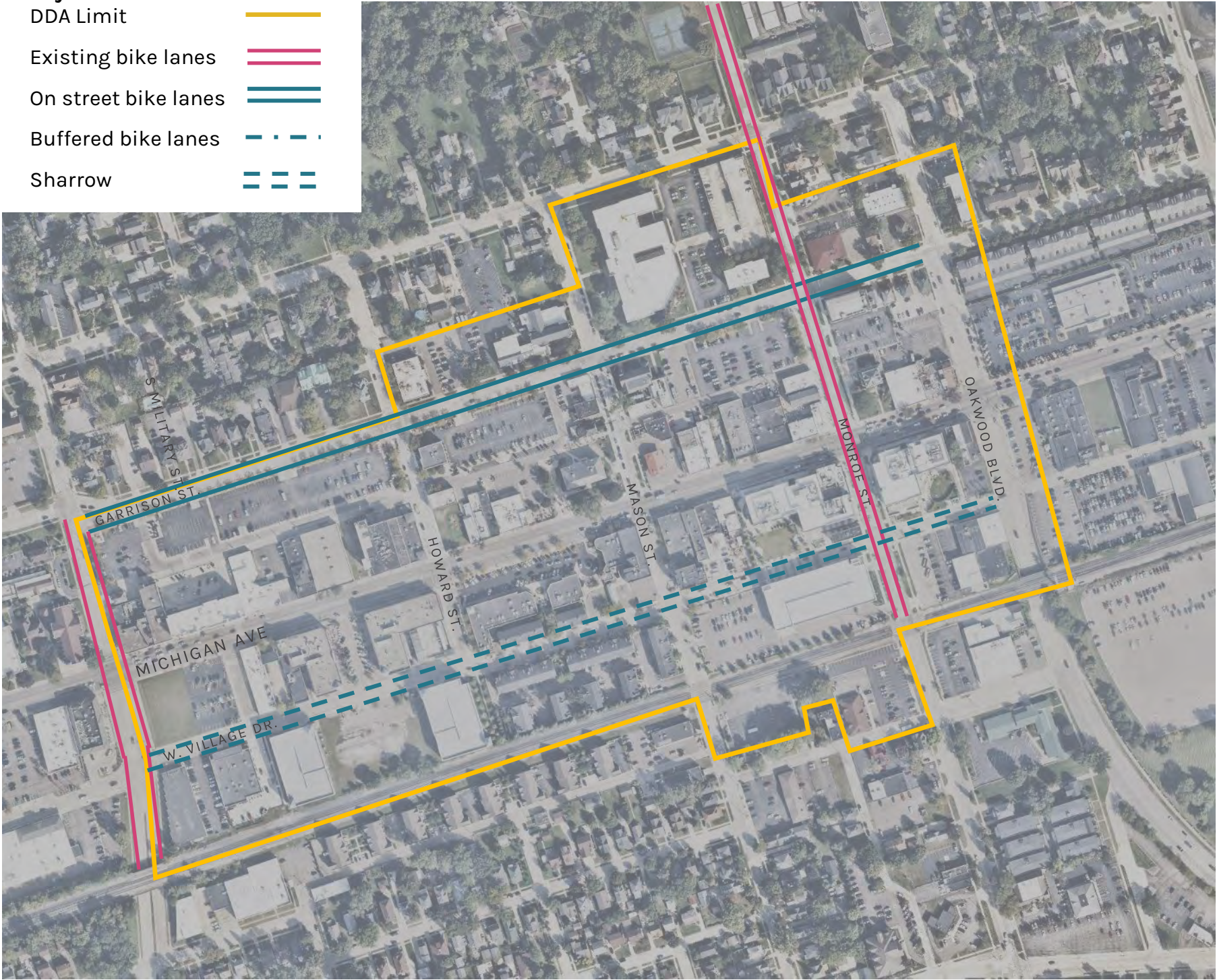
DDA Limit

Existing bike lanes

On street bike lanes

Buffered bike lanes

Sharrow



WEST DEARBORN

PROPOSED BIKE NETWORK OUTER LOOP

Brady St

35' curb to curb

Existing bike lanes



Cherry Hill

30' curb to curb

Existing one travel lane either direction with center turn lane

Bike lanes with dedicated lane; no on street parking.

Sharrow Markings recommended

Reconfigure lanes for two travel, dedicated bike lane, no on street parking.



Monroe

(North 2/3 existing on street bike lanes to remain)

35' curb to curb

Existing one travel lane either direction with center turn lane

Bike lanes with 3 to 2 lane conversion.

Sharrow Markings recommended



Outer Dr (North half)

60' curb to curb

Bike lanes with lane narrowing.

Sharrow proposed on City Drawings

Outer Dr (South half)

35' curb to curb

Bike lanes; new crosswalks.

Bike Lanes proposed on City Drawings

Key

DDA Limit



Existing bike lanes



On street bike lanes



Buffered bike lanes

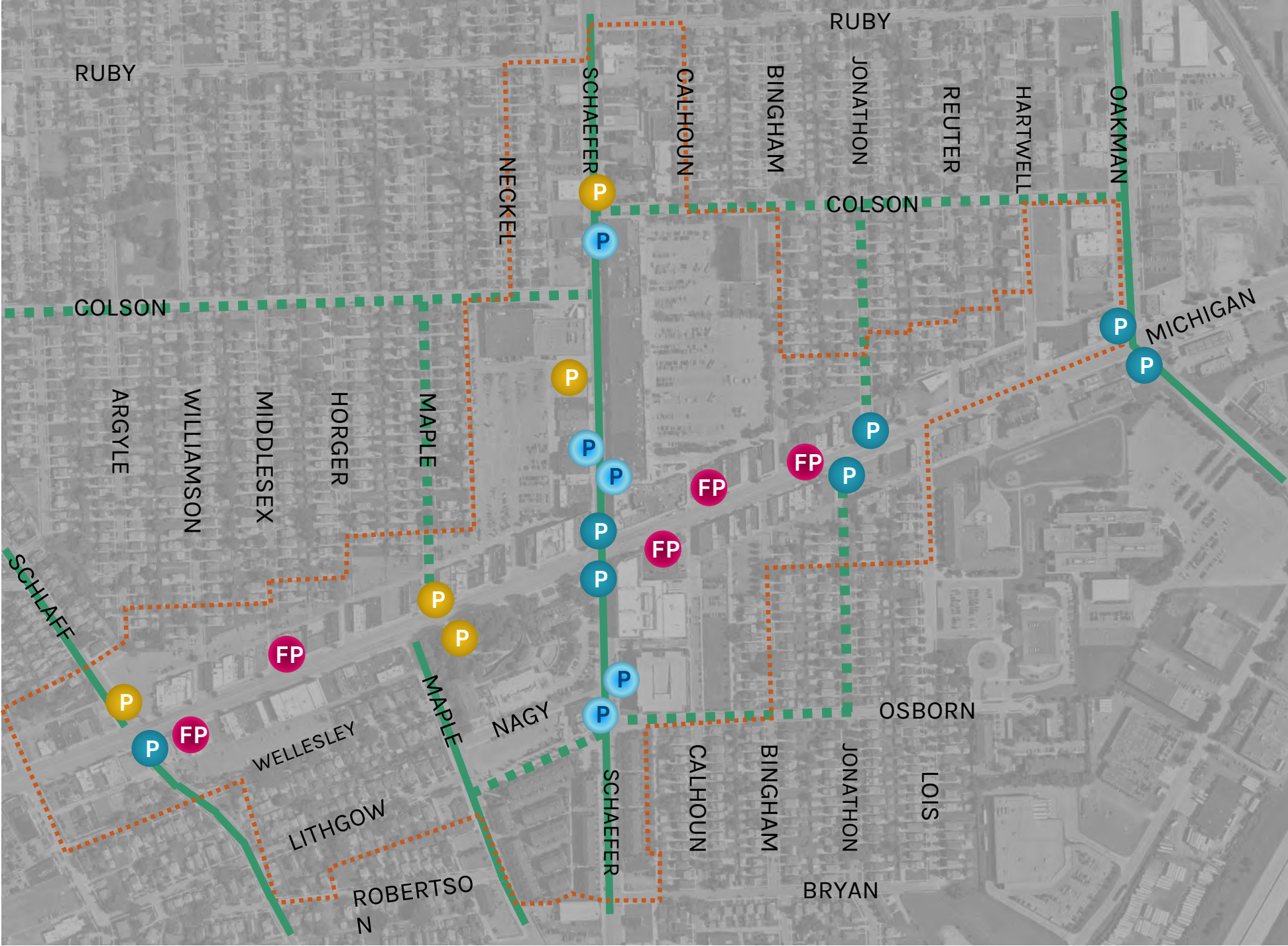


Sharrow



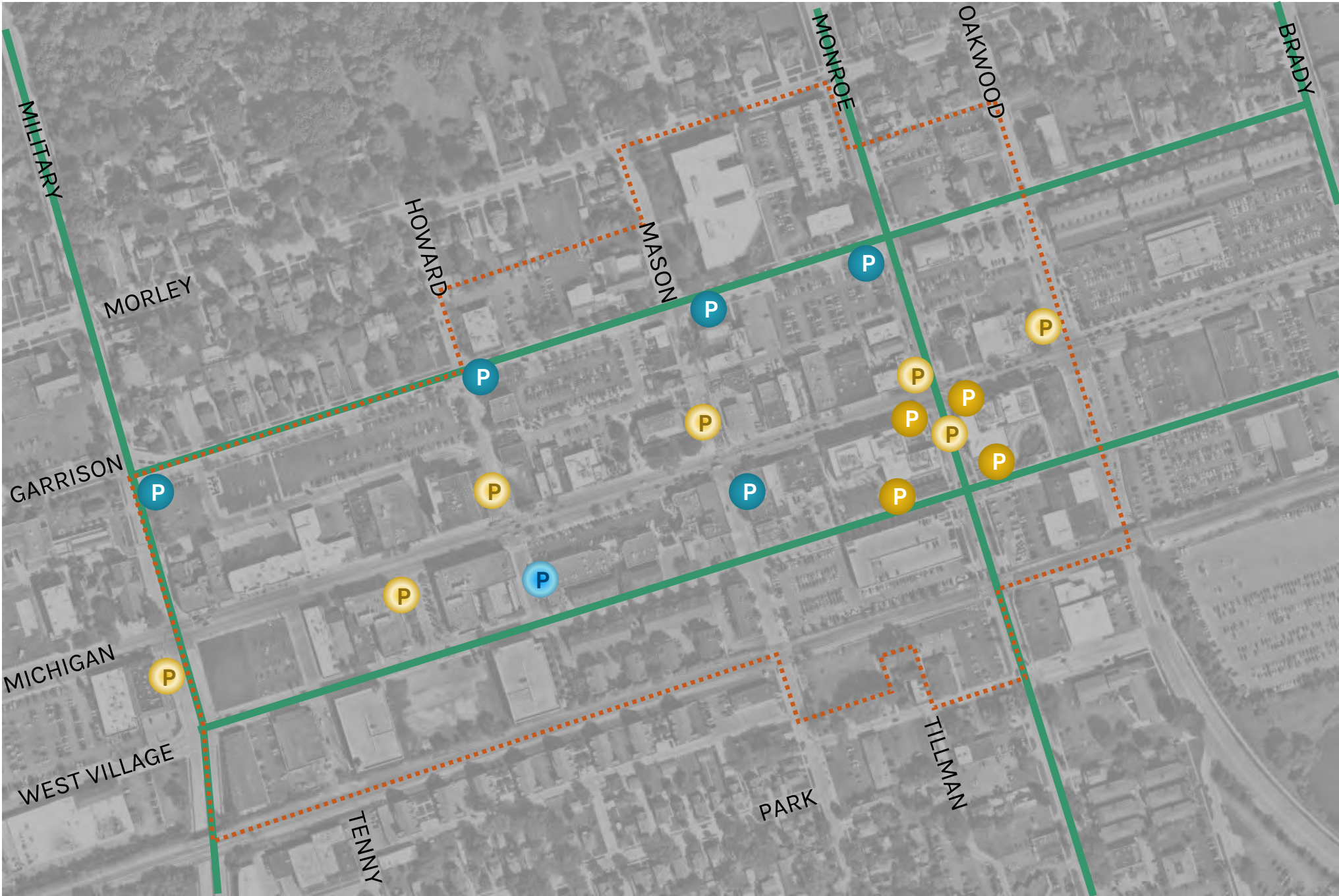
MICRO-MOBILITY INFRASTRUCTURE

EAST DDA BIKE FACILITIES



- LEGEND:**
- EAST DDA LIMIT (ESTIMATED)
 - NEAR TERM BIKE LANE ROUTE
(Dedicated bike lanes through road diets or lane narrowing)
 - - - - - NEAR TERM SIGNED BIKE ROUTES
(Sharrows and wayfinding signage)
 - P EXISTING ON SIDEWALK BIKE PARKING
 - P PROPOSED ON STREET BIKE PARKING
 - P PROPOSED ON SIDEWALK BIKE PARKING
 - FP FUTURE BIKE PARKING

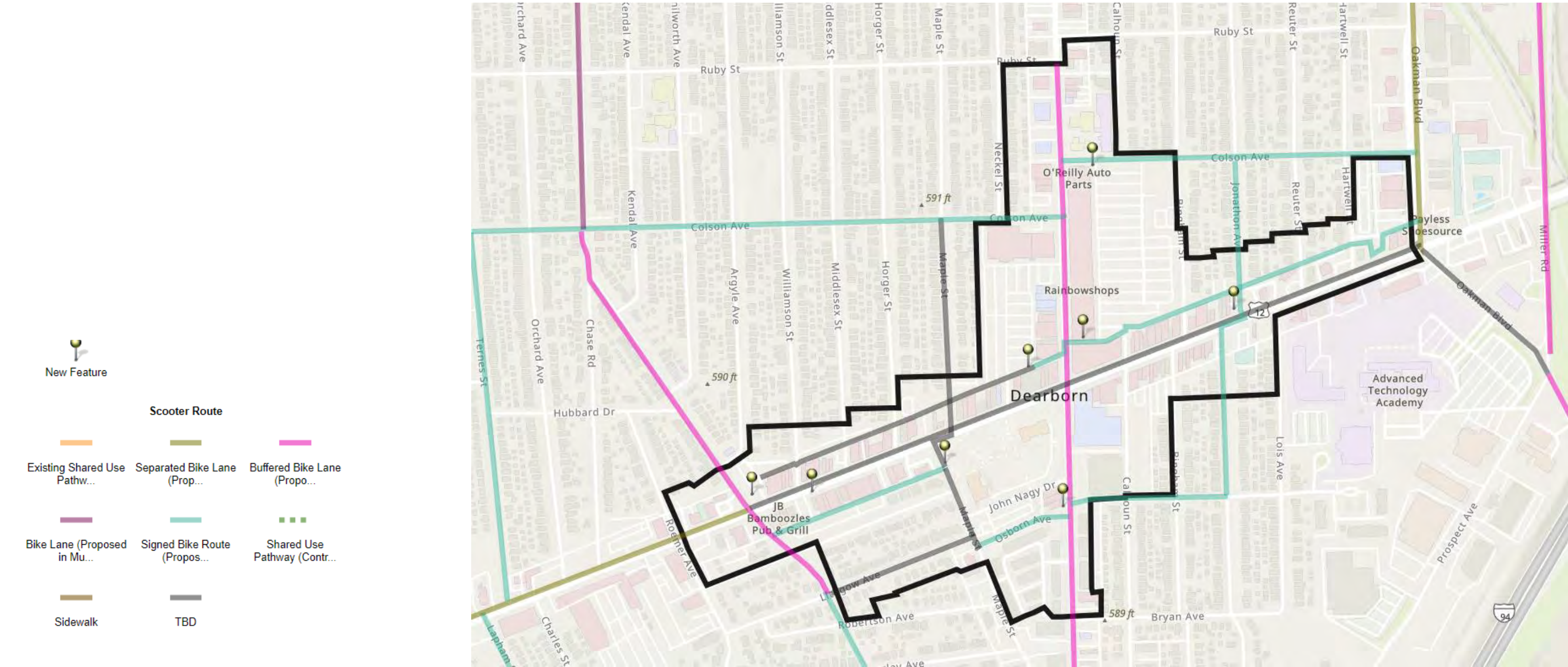
WEST DDA BIKE FACILITIES



- LEGEND:**
- WEST DDA LIMIT (ESTIMATED)
 - NEAR TERM BIKE LANE ROUTE
(Dedicated bike lanes through road diets or lane narrowing)
 - EXISTING ON STREET BIKE PARKING
 - EXISTING ON SIDEWALK BIKE PARKING
 - PROPOSED ON STREET BIKE PARKING
(TO BE INSTALLED AS PART OF NORTH STREETS PROJECT 2020)
 - PROPOSED ON STREET BIKE PARKING
 - PROPOSED ON SIDEWALK BIKE PARKING

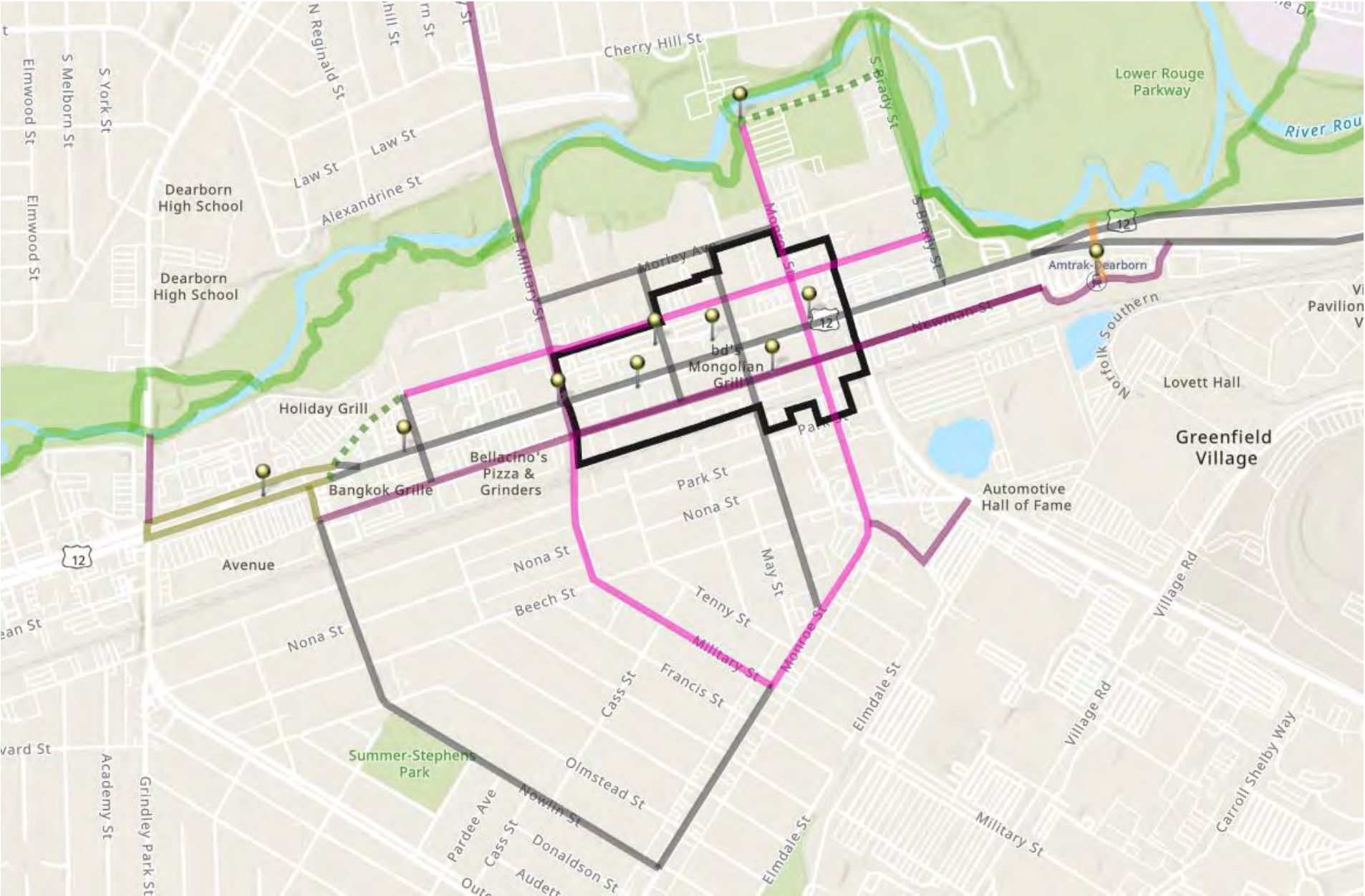
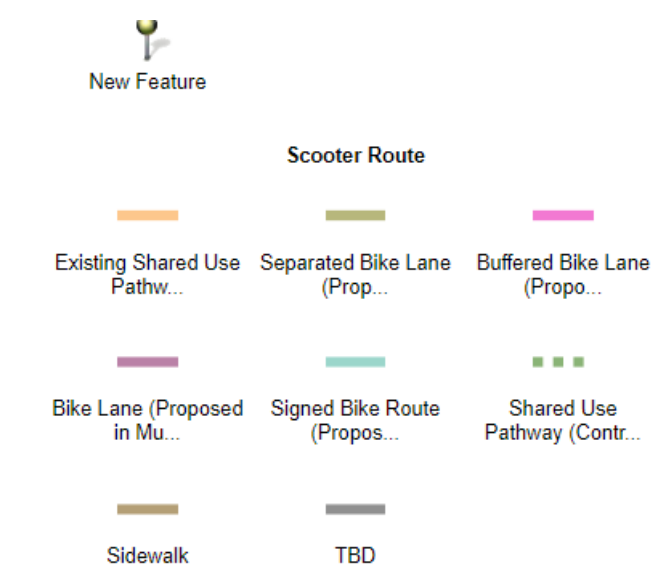
EAST DEARBORN

PROPOSED SCOOTER NETWORK



WEST DEARBORN

PROPOSED SCOOTER NETWORK

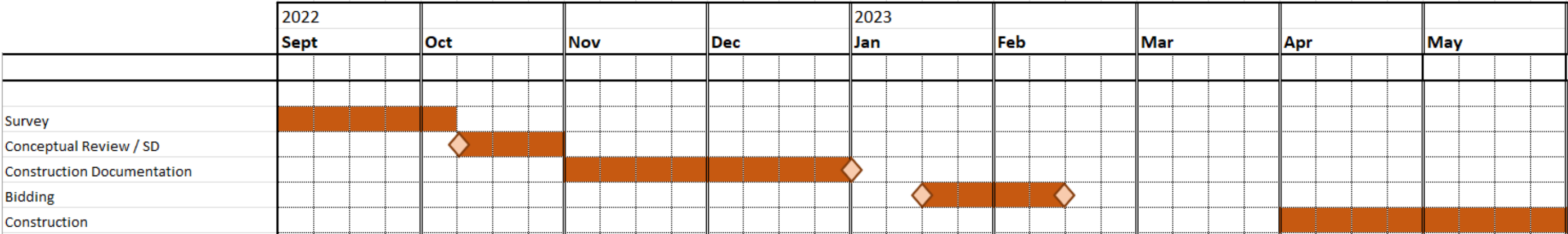


An aerial photograph of the Bryant Library building, a rectangular structure with a grey roof and light-colored walls. The building is surrounded by a paved area with yellow parking lines, several trees, and a sidewalk. To the left of the building is a large, leafy tree. To the right is a paved area with some landscaping. In the background, there are more trees and a road. The text "BRYANT LIBRARY" is overlaid in white, bold, sans-serif font in the center of the image.

BRYANT LIBRARY

DEARBORN LIBRARY

TENTATIVE SCHEDULE



DEARBORN LIBRARY

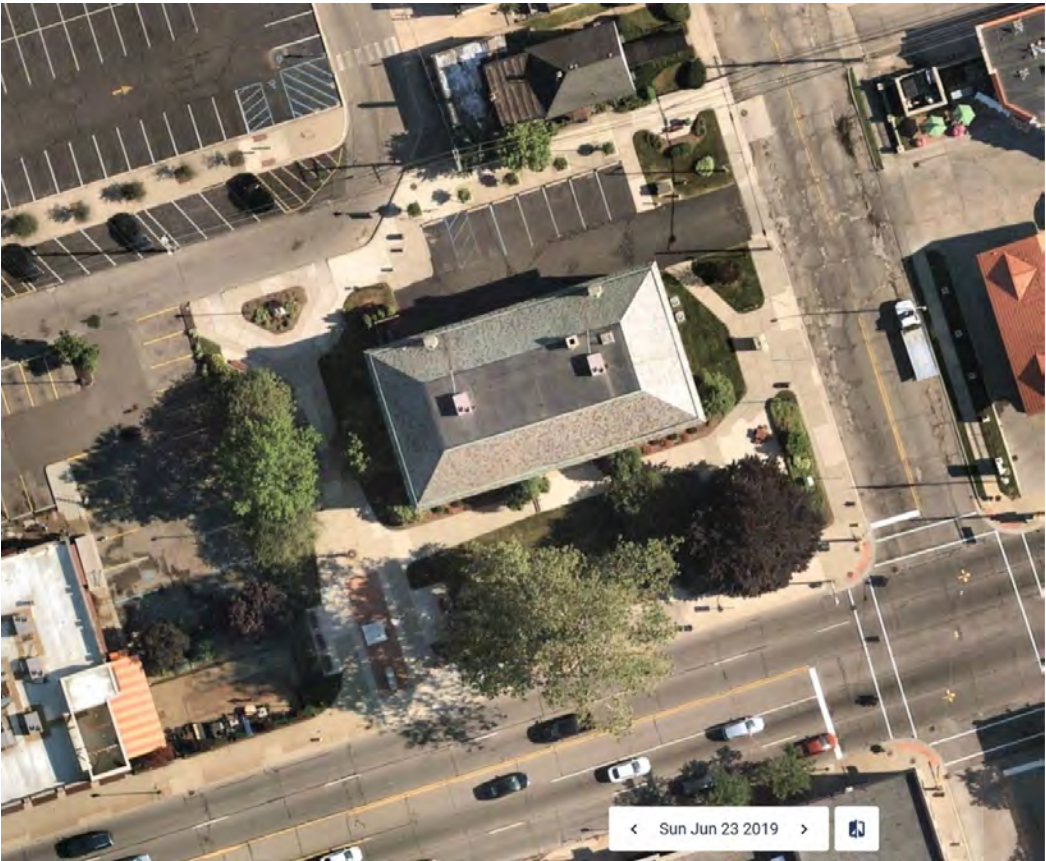
PAST AND PRESENT



1978



1991






2019

EXISTING SITE CONDITIONS

PROJECT GOALS

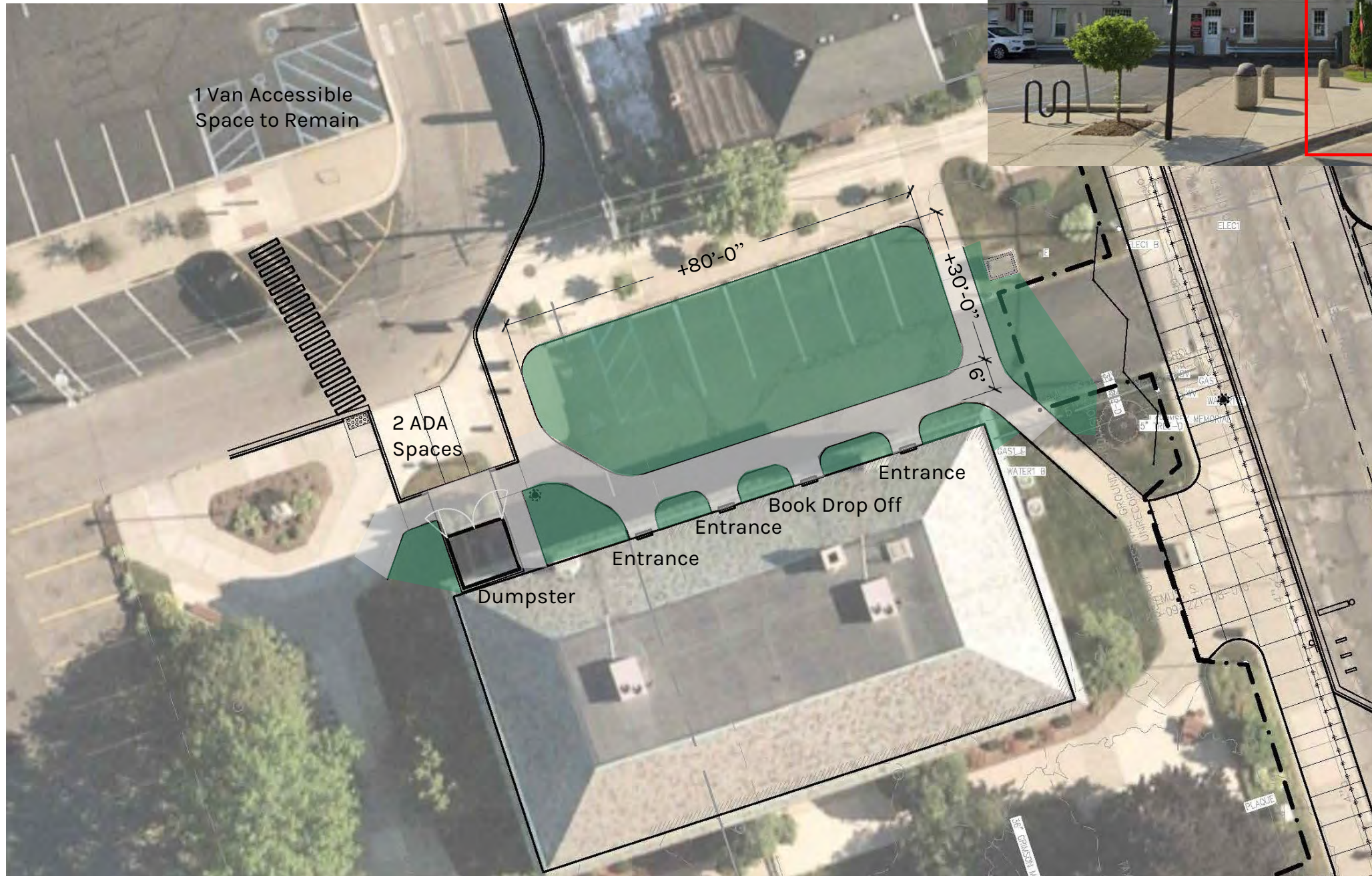
- Resolve existing stormwater issues by removing the impervious surface directly adjacent to the library
- Provide a programable outdoor space for library use.
- Reduce disconnected parking resources to improve wayfinding
- Remove the existing drive lane adjacent to the library entrances/exits to reduce pedestrian/vehicular conflict areas
- Remove driveways that cross sidewalks within the downtown core
- Provide on street parking along side streets closest to Michigan Ave.

SITE ANALYSIS

-  Impervious surface
-  Vehicular circulation
-  Pedestrian circulation

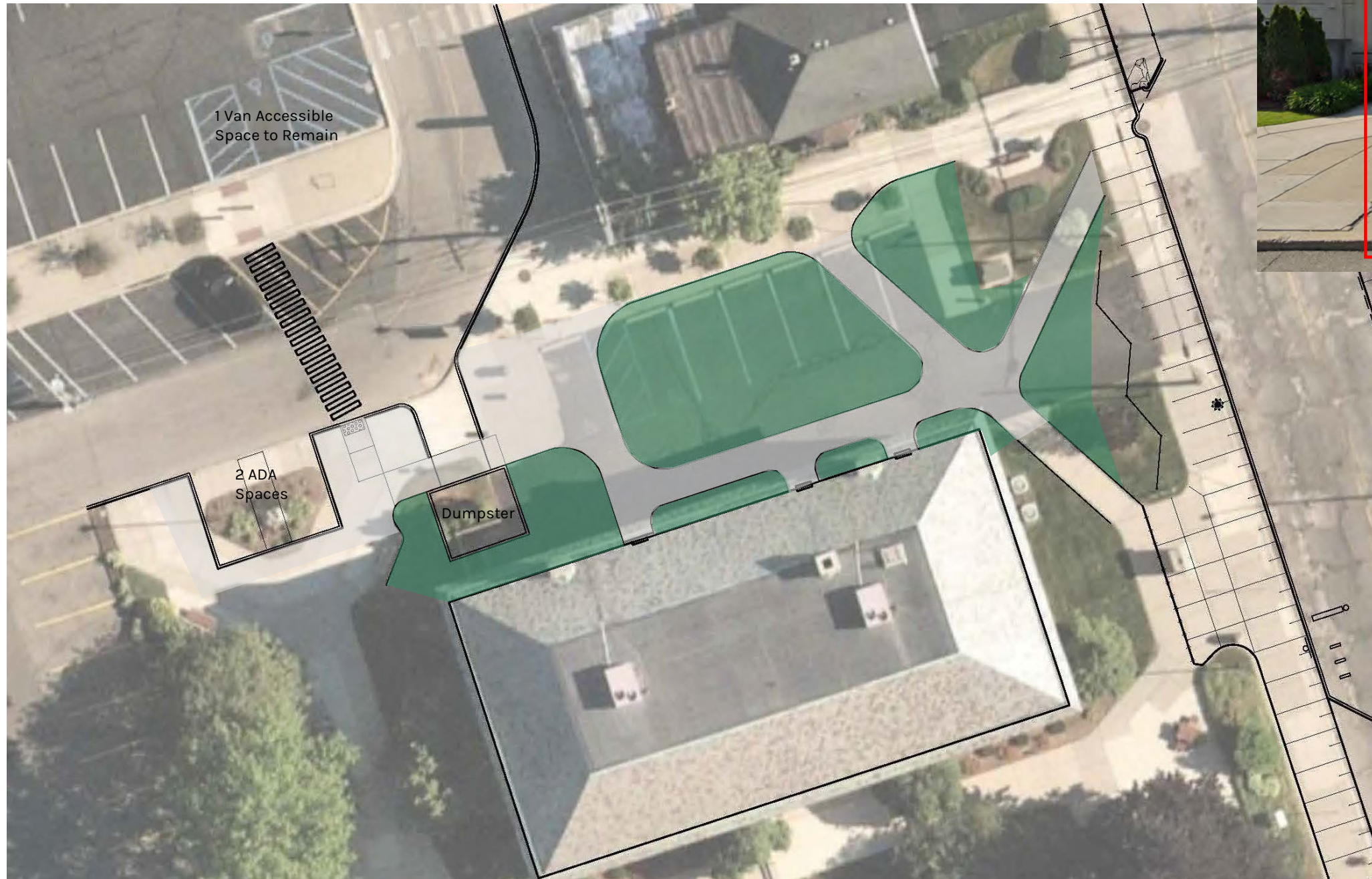


CONCEPT 1



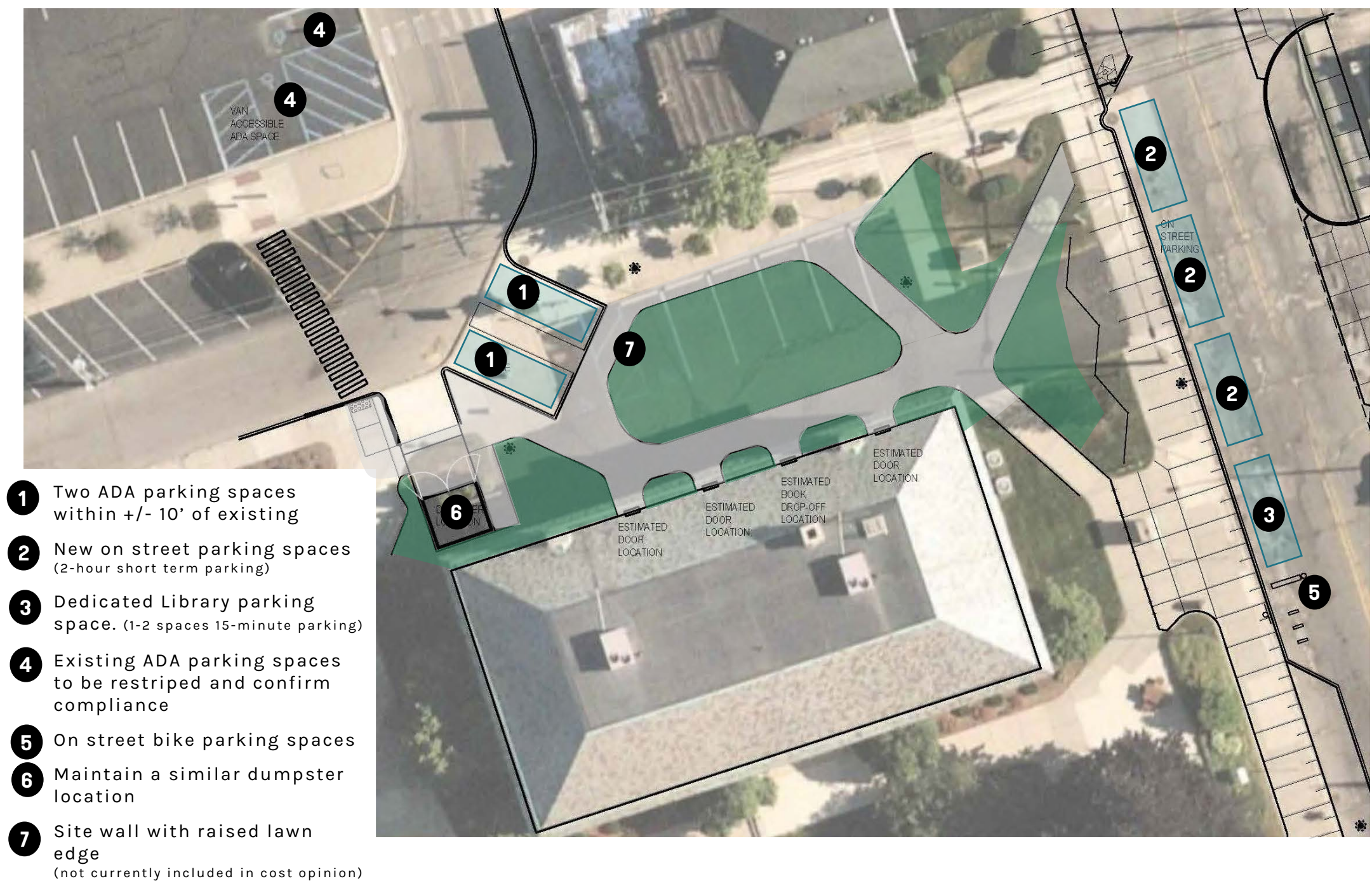
- Maintains a similar dumpster location
- Potentially most cost-effective option.
- Existing site lighting and utilities to remain without disruption.
- ADA spaces slightly further away then existing.
- A 30' x 60' tent could fit within the lawn area and accommodate 225 seated theater style, 144 seated at round tables of 8, or 180 seated cafeteria style (rows of 8' banquet tables).
- Removes existing bollards.
- Limits the time for dumpster pickup / parking.

CONCEPT 2



- Keeps the existing bollards.
- Maintains a similar dumpster location
- Keeps the dumpster pick up time flexible with a dedicated drive.
- Removes the memorial stone and plant bed.
- Removal or relocation of the existing light pole required.
- ADA spaces are the furthest away of the three options

LIBRARY LOT CONCEPT SELECTED

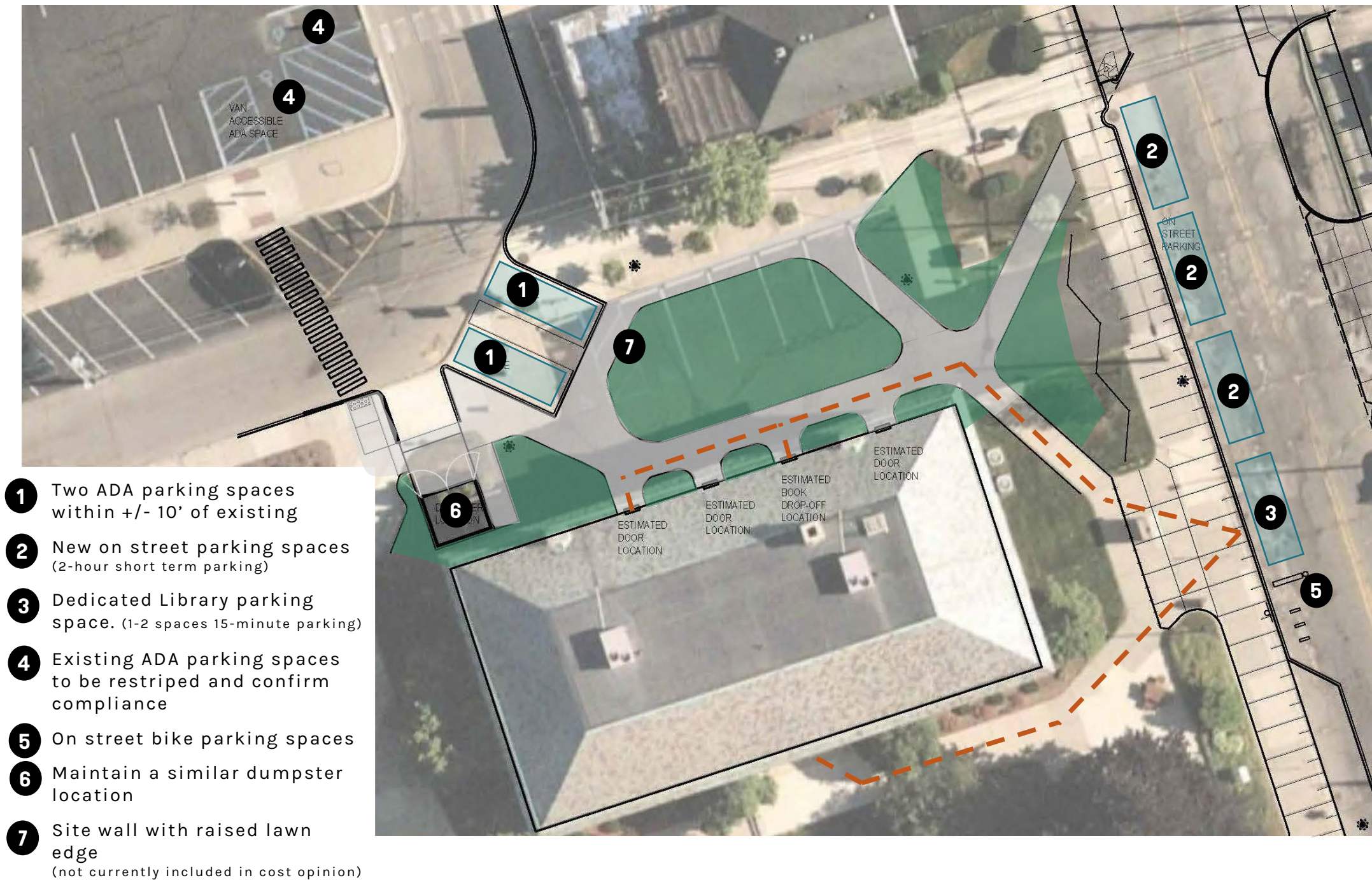


- Maintains a similar dumpster location
- Keeps the dumpster pick up time flexible with a dedicated drive.
- ADA spaces are the closest to the existing in this option.
- A 20' x 40' tent could be accommodated within the lawn area and accommodate 100 seated theater style (rows of chairs with an aisle up the middle) or 64 seated at round tables of 8.
- Removes the existing light pole and bollards.
- Adjustments to the existing utility structure may be needed.



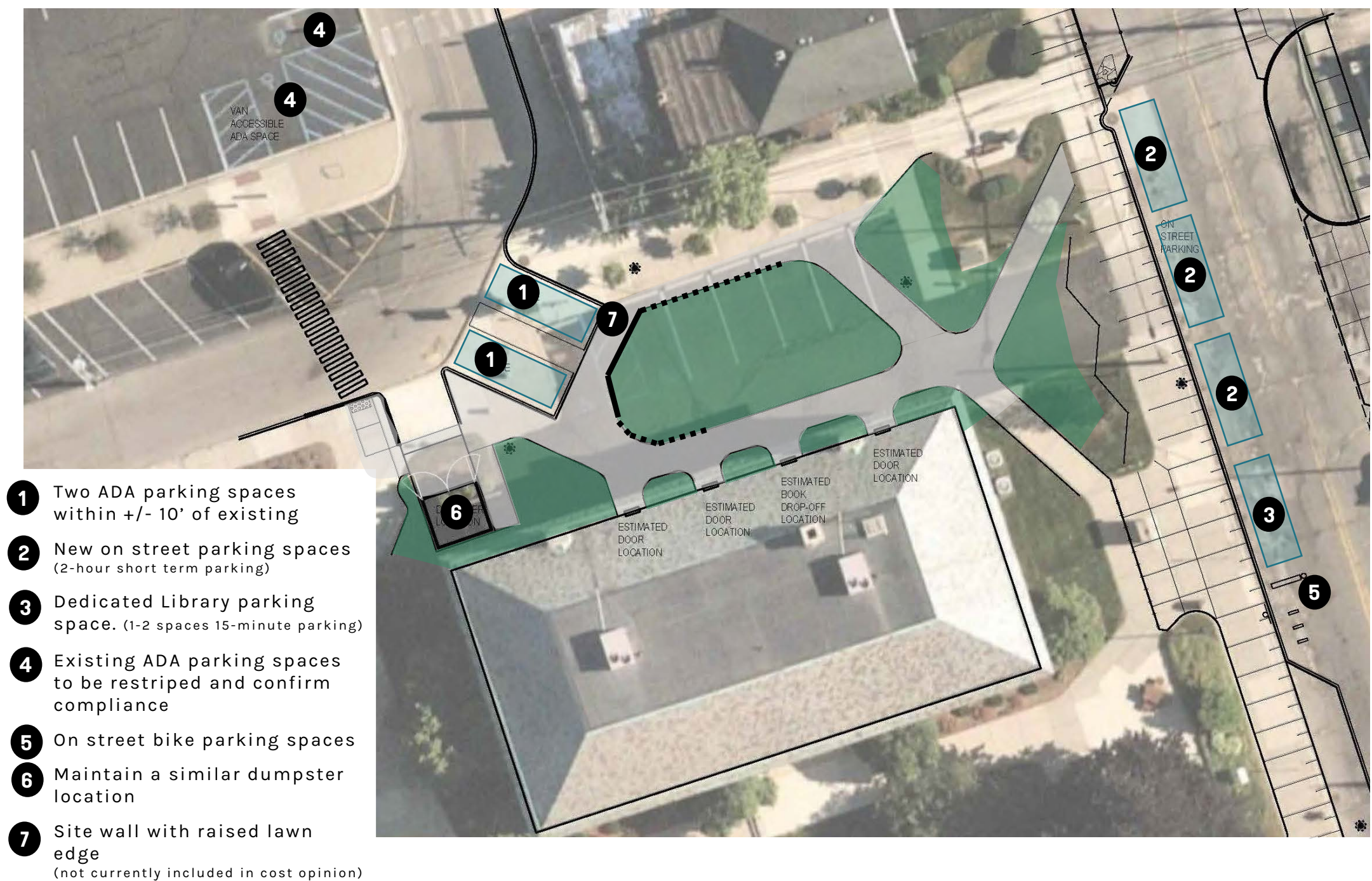
7 Site wall with raised lawn edge (not currently included in cost opinion)

ON STREET PARKING



3 Dedicated Library Parking Spot

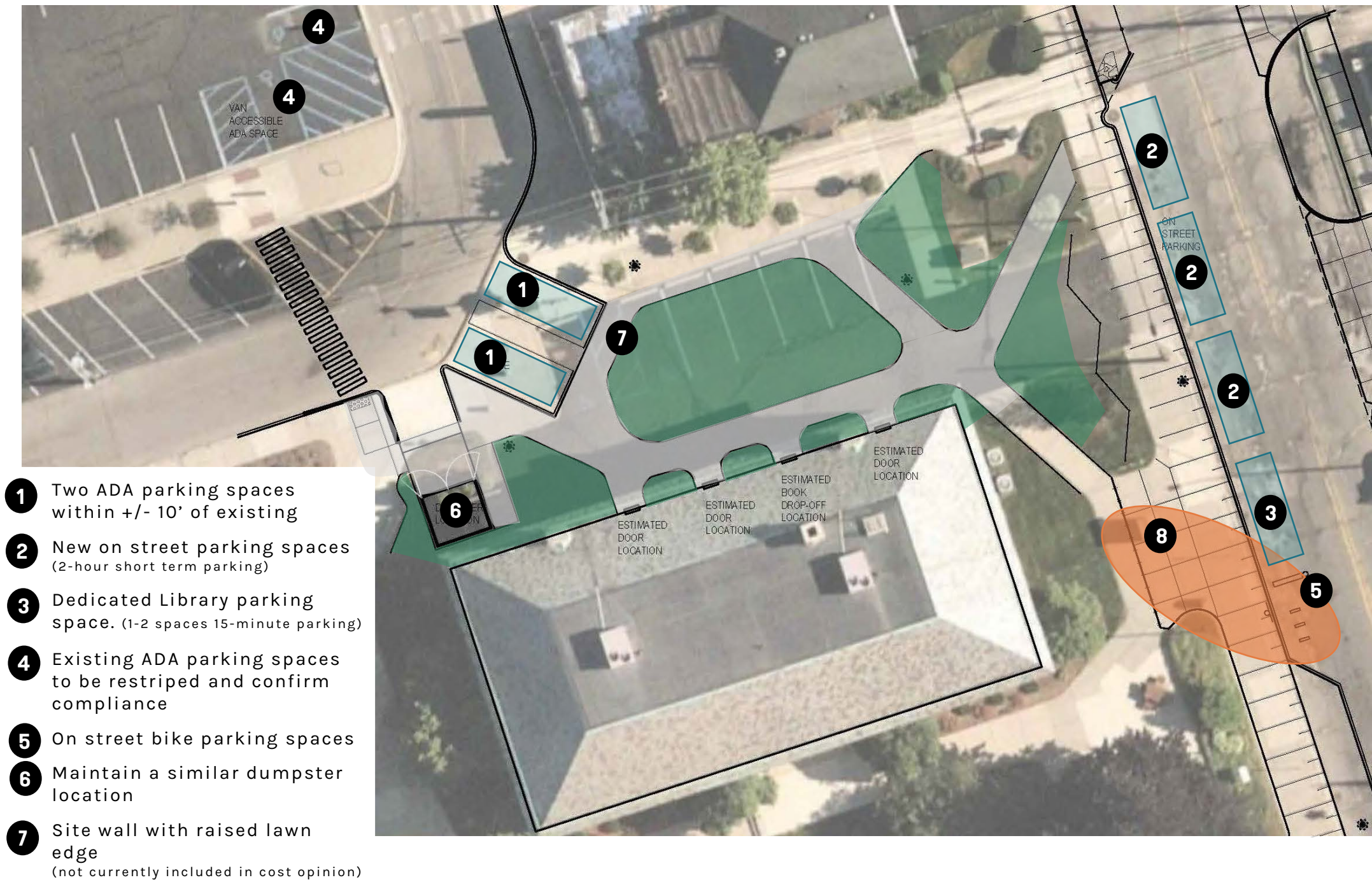
WALL DESIGN



7 Site wall with signage and raised lawn edge



MICRO-MOBILITY HUB



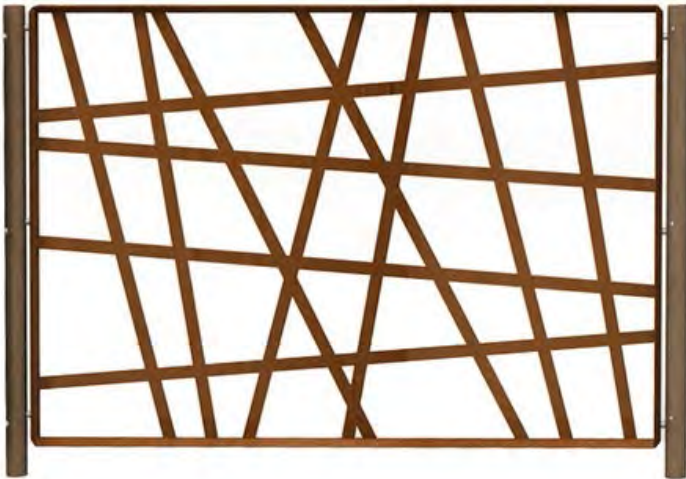
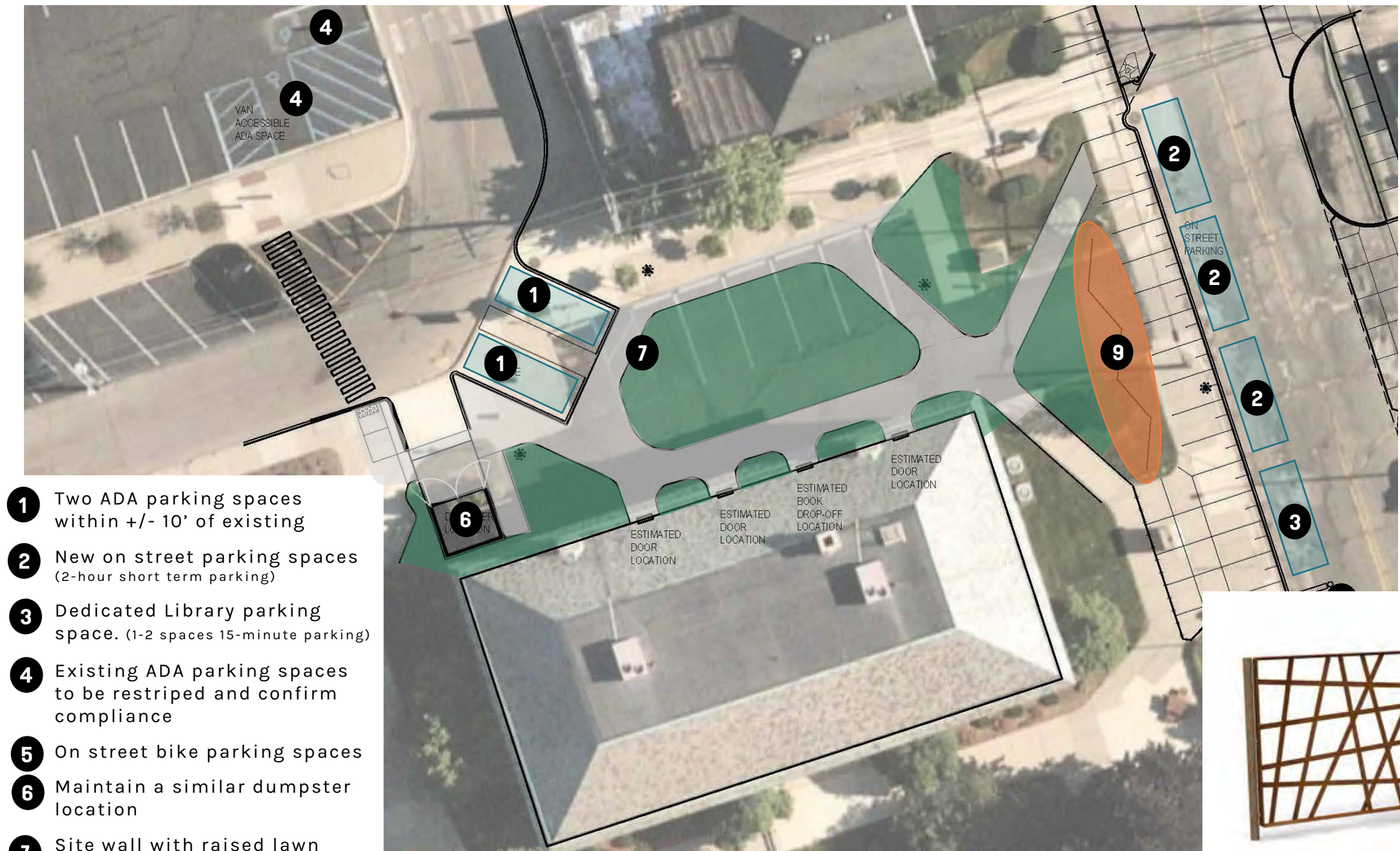
5 On street bike parking spaces



8 Scooter Parking



ART ELEMENT



9 Art Fence

POTENTIAL SITE AMENITIES

Existing



Existing



PUBLIC MEETING

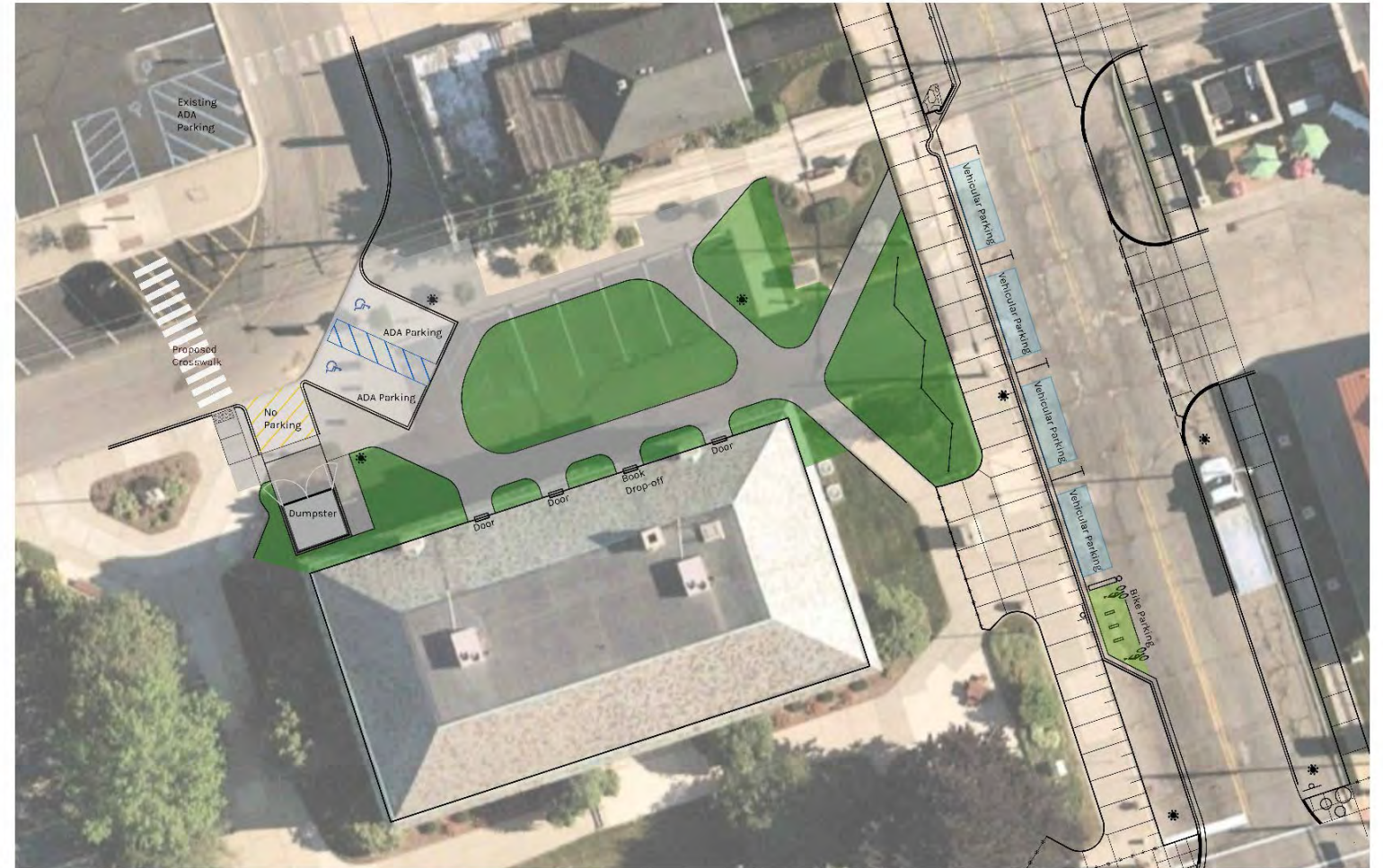
WHAT WE HEARD:

- Provide additional dedicated ADA parking near the library entrance
- Improve existing ADA parking spaces and signage within Lot B
- Improve winter maintenance on the sidewalks and roadway that lead to the library
- Provide short stay dedicated library parking spaces
- Look into future alternative book drop-off location

EXISTING CONDITIONS



PROPOSED PLAN



- Existing ADA Parking
- No onstreet vehicular parking adjacent
- Pedestrian and Vehicular conflict

- Maintain similar dumpster location
- Maintain two ADA parking spaces close to their original location
- Provide safe pedestrian movement at each entry and the book drop off
- Provide a large open lawn for potential event space
- Provide 4 new vehicular parking spaces on street
- Provide on street bike parking

LIBRARY RECOMMENDATIONS

SHORT-TERM/IMMEDIATE RECOMMENDATIONS

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

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

MID-TERM RECOMMENDATIONS

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

Dearborn, Michigan

October 10 2022

SmithGroup

Project No.12312

This opinion of probable construction costs is conceptual in nature:

1. Does not include Architects design fee or construction administration fees.
2. Does not include escalation
3. Does not include permitting or jurisdictional approvals.
4. Does not include utility tap fees
5. Does not include in-kind services or self performed services
6. Cost opinion does not cover any local jurisdictional code compliance
7. Does not include land acquisition
8. Opinion of costs is in 2021 construction dollars.
9. Summary may change upon receipt of geotechnical reports and topographic survey

Sub Total	\$219,300
Mobilization	\$21,930.00 10% Total
Contingency	\$54,825.00 25% Total
Grand Total	\$241,230