

MINUTES

Allen Park Downtown Development Authority

REGULAR MEETING

Thursday, May 26, 2022

6:30 p.m.

The Allen Park Downtown Development Authority met in regular session on Thursday, May 26, 2022, at 6:30 p.m., at city hall, 15915 Southfield.

1. **CALL TO ORDER** Chairperson Frank called the meeting to order at approximately 6:34 p.m.
2. **ROLL CALL** Vice-chair/Secretary Riviera called the roll. A quorum was present.

Present:	Paul Carnarvon	Director
	Frank Cieszkowski	Director
	Fred Frank	Chairperson
	Jeff Holden	Director
	Gail McLeod	Mayor
	Cynthia Riviera	Vice chair/Secretary
	Dan Smith	Treasurer
	Tom Strobl	Director
	Pete Zingas	Director

Excused:	Kurt Mazag	Director
	Andre Tirado	Director

Others Present:	Trevor Daniel	DDA Legal Counsel
	Jennifer Kibby	DDA Executive Director

3. APPROVAL OF AGENDA

Motion by J. Holden, supported by D. Smith.

Resolved to approve the agenda.

Motion carried

4. APPROVAL OF MINUTES

Motion by D. Smith, supported J. Holden

Resolved to approve the minutes of the April 2022, meeting.

Motion carried.

5. DISTRICT ISSUES AND UPDATES

6. CITY UPDATE ON DISTRICT ISSUES

- Comments by Mayor McLeod

7. CITIZEN'S COMMENTS ON AGENDA ITEMS

8. ATTORNEY'S REPORT

- Discussion of open meetings act, conflict of interest, and City ethics charter section.

9. FINANCIAL REPORT

Motion by J. Holden, supported by G. McLeod

Resolved to accept the April 2022 financial report and approve expenses.

Motion carried.

10. CHAIRPERSON'S REPORT

Motion by C. Riviera, supported by J. Holden

Resolved to extend for 6 months the listing agreement with JLL for 17410 Ecorse

- Thank you to Tracy Fressel for years of service on the DDA board
- Investing DDA funds – Fred Frank, Dan Smith, Paul Carnarvon to be the committee to recommend investments and strategy
- Market analysis draft reports distributed to Board
- June 7 joint work session with Council at DPS facility

11. EXECUTIVE DIRECTOR'S REPORT

- Review and discussion of draft strategic plan submitted and presented at meeting
- Motion by J. Holden, supported by D. Smith. Resolved to adopt the strategic plan submitted and reviewed at the Board meeting as the final draft plan

12. COMMITTEE REPORTS

13. CITIZEN COMMENTS

14. DIRECTORS' COMMENTS

15. ADJOURNMENT

Motion by C. Riviera, supported by G. McLeod

Resolved to adjourn the meeting.

Motion carried.

Respectfully submitted:

Cynthia Riviera, Secretary

Fred Frank, Chairperson