



Allen Park Downtown Development Authority



Kurt Mazag, *Chairperson*

Cynthia Riviera, *Vice-Chair/Secretary*

Paul Carnarvon, *Treasurer*

BOARD AGENDA

Thursday, December 14, 2023

6:30 PM

A regular meeting of the Allen Park Downtown Development Authority will be held Thursday, December 14, 2023, at 6:30 PM in Allen Park City Hall, 15915 Southfield Road

ACTIVITY	RESPONSIBILITY	ACTION
1. Call to Order	Chairman Mazag	
2. Roll Call	Chairman Mazag	
3. Pledge of Allegiance	Vice Chair Riviera	
4. Agenda <i>Approval of the December 14, 2023 Meeting Agenda</i>	Chairman Mazag	Vote Needed
5. Minutes from Previous Meetings <i>Approval of the minutes of the October 26, 2023 DDA Board Meeting</i>	Chairman Mazag	Vote Needed
6. City Update	Mayor McLeod	Information
7. Financial Report <i>Approval of the October 2023 expenses and financial reports</i> <i>Approval of the November 2023 expenses and financial reports</i>	Treasurer Carnarvon	Vote Needed
8. Public Comments – limited to DDA business only (4 minutes)	Chairman Mazag	Information
9. 17410 Ecorse Road – 5 th Amendment to Purchase Agreement <i>Approval of 5th Amendment to Purchase Agreement for Biggby Coffee Project</i>	Mr. Hughes	Vote Needed
10. Façade Improvement Grant Award for Roosevelt Lanes <i>Approval to release \$4,793.50 in grant funds for 6701 Roosevelt Ave.</i>	Mr. Hughes	Vote Needed
11. Legal services related to purchase of 6834 Park Avenue <i>Approval to authorize up to \$4,000 in additional legal fees to Pentiuk, Couvreur & Kobiljak, P.C.</i>	Mr. Hughes	Vote Needed
12. Agreement with DTE to install GFI receptacles on Ecorse Rd. streetlights <i>Approval to execute contract in the amount of \$5,060.00</i>	Mr. Hughes	Vote Needed
13. Agreement with DTE to install GFI receptacles on S. Allen Rd. streetlights <i>Approval to execute contract in the amount of \$4,516.00</i>	Mr. Hughes	Vote Needed

14. New DDA Logo Contest <i>Award first place, second place, and third place for logo contest</i>	Mr. Holden	Vote Needed
15. DDA Bylaws – Revisions and Updates <i>Approval to adopt the revised and updated set of Bylaws to become effective on December 15, 2023</i>	Mr. Daniel	Vote Needed
16. Top Shelf Liquor – 6660 Allen Road Settlement Agreement <i>Approval to execute settlement agreement with Mr. Michael Ashaka Related to the damage of public trees.</i>	Mr. Hughes	Vote Needed
17. 2024 DDA Board of Directors Meeting Schedule <i>Approval to adopt the 2024 DDA Board meeting schedule</i>	Mr. Hughes	Vote Needed
18. Chairperson’s Report <i>1. Vacant Building Registry 2. Problems & Resolution List 3. Projects and Priorities List</i>	Chairman Mazag	Information
19. Marketing Committee Update	Mr. Holden	Information
20. Design Committee Update	Mr. Frank	Information
21. Executive Director’s Report	Mr. Hughes	Information
22. Attorney’s Report	Mr. Daniel	Information
23. Director Comments	Board Members	Information
24. Adjourn	Chairman Mazag	Vote Needed