

MINUTES

Allen Park Downtown Development Authority

MONTHLY MEETING

Thursday, June 22, 2023

6:30 p.m.

The Allen Park Downtown Development Authority met for its monthly session on Thursday, June 22, 2023, at 6:30 p.m., at city hall, 15915 Southfield Road, Allen Park, MI 48101.

1. CALL TO ORDER Chairperson Mazag called the meeting to order at 6:31 p.m.
2. ROLL CALL Vice Chair/Secretary Riviera called the roll. A quorum was present.

Present:	Alex Alexander	Director
	Paul Carnarvon	Treasurer
	Frank Cieszkowski	Director
	Fred Frank	Director
	Jeff Holden	Director
	Kurt Mazag	Chairperson
	Gail McLeod	Mayor
	Cynthia Riviera	Vice Chair/Secretary
	Andre Tirado	Director
	Greg Genter	Present
	Pete Zingas	Absent

Others in attendance:

Benjamin Hughes, DDA Executive Director
Trevor Daniel, DDA Attorney
Lauren Bielak, DDA Executive Assistant &
Special Event Coordinator

3. Housekeeping-
 1. Be respectful
 2. Public comments will be limited to 4 minutes. If a DDA Board member responds to you, this will be considered part of your 4 minutes. Comments are to be limited to DDA business only.

4. APPROVAL OF AGENDA

Motion by G. McLeod supported by G. Genter to approve the meeting agenda.

Resolved to approve the agenda with #10 stricken from Agenda.

Motion carried unanimously.

5. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

Motion by P. Carnarvon supported by J. Holden to approve the minutes of the May 25, 2023, meeting.

Mayor Gail McLeod identified 5 items from the minutes that were incorrect. She identified each item and requested that the final minutes reflect these changes. P. Carnarvon and J. Holden agreed to this amendment to the motion.

Motion carried unanimously.

6•City Updates and District Issues

- a. G. McLeod - Rosedale construction finishing up, they are fixing the roads that branch off of Rosedale
- b. Reeck Rd. Water Main construction and the company is ahead of schedule
- c. * Bleachers at the Ice Arena replaced and look great, cover with garage doors for extra storage, the Park and Rec department did receive a grant from the county. The information that they received was from the Allen Park Citizens Civics Fund
- d. Planning commission is working on projects, that includes the old Boomer's site, Mick's on Roosevelt looking for expansion. Portion of the hill is being working on, but they must look into egress and traffic flow.

7 Financial Report

- a. *Motion by G. McLeod supported by G. Genter to approve the expenses and accept the financial report.*
- b. *Carnarvon states that in the middle of the packet focused on the reports that A. Wertz. P. Carnarvon stated we are about \$650,000.00 below budget. Fiscal year ends June 30, 2023. Disbursements made in May were all properly approved, including credit card charges.*

Resolved to accept the financial report and approve the expenses.

Motion carried unanimously.

8 PUBLIC COMMENTS -

J. Bradley– Lives on Harrison Ave. in Allen Park. Spoke about previous paid work she performed for DDA. Expressed concern and frustration that she was fired by B. Hughes. Expressed a desire to return to DDA and be paid as a contractor to help with special events. K. Mazag asked she talk with him to schedule a meeting.

Steve Donahue – “the balloon guy” –

Spoke about the America in Bloom grant. Shared financial requirements to apply for this grant. Also commented on the DDA meeting minutes from May. Stated there were errors in minutes with respect to discussion and vote on Flock Cameras. Spoke of concern that staff from DDA special events are being let go. Stated the DDA landscaping company is doing a poor job. Asked when the Marketing Committee will schedule first meeting.

P. Matakas- lives on Allen Road since 1942. Spoke about the Flock Cameras discussion at the May Board meeting. Referenced other communities having Flock Cameras. Expressed support for cameras helping the Police Department keep us safe at entry points into and out of DDA district. Stated that the general fund has limits on how much to spend. Next she spoke of looking for things to improve the DDA district without spending money. Some buildings do not have addresses posted. Sandwich board signs do not look nice. Building Department needs to take care of this. Heating & cooling place has weeds that are too high. Juice business has signs covering front windows that are not allowed.

D. Marcos spoke and thanked Ms. Matakas for the awareness of what is going on.

9. Sponsor of Flock Cameras in memory of Mr. Tom Strobl

Motion by C. Riviera supported by F. Cieszkowski to approve to fund 8 Flock Cameras for the Police Department to be located entirely within the DDA District.

Discussion- P. Carnarvon Speaking with Chief Egan, they would want as many cameras as possible. So, what we did was benchmarked it, so he could it to compare other communities. Dearborn is 25 square miles and they have 23 cameras and are ordering 30 more. Ecorse is 3.71 sq. miles and they have 17 cameras. River Rouge is 3.25 sq. Miles and they have they have 30 cameras. Taylor is 23.50 sq. Miles and they have 20 cameras that is point. My point is that we give those 8, point #2 is the location, the DDA is subset of the city, so by protecting the city you are protecting. It does not make sense to only in DDA zone. My point is that they should be placed wherever the Law Enforcements experts think they should be placed. Indirectly it will benefit DDA. I don't agree saying that have to be in DDA, I want everyone to know if they are DDA they will not be designed to do. F. Frank it doesn't what you think. If they are in the edge of the DDA, I don't understand how that does not protect the DDA. Whatever number that makes sense. DDA does not capture Fire/Police money implemented by Emergency Manager, if the Chief thinks we need cameras he should go to City Council to increase their budget. We could buy a fire truck and fund improvements to Fire Station that is a public building in DDA. Both Ecorse and River Rouge has Marijuana dispensaries and they get their money. Reimbursement to police, should we get bids. B. Hughes states he respects the point by f. Frank and the research that has been conducted by our Treasurer. B. Hughes is relating of what has transpired since May 25, 2023, 4 weeks ago that was robustly discussed and decided to table the discussion. In that time, I spoke to Chief Egan and brief communication with attorney. He understands the reason this was tabled because of the legality of the situation and practically using DDA Funds. In consideration, that of the 7 sq. miles that are covered by the DDA district. He is comfortable accepting the sponsorship and that he and his staff will find places within the DDA district that is beneficial under no circumstance he will not place outside the DDA. Questions earlier that Mr. Carnarvon submit a letter to Police Chief that it will not use racial discrimination and they could not promise that other police stations wouldn't abuse this. K. Mazag said it is the proposal to place in DDA district. T. Daniel said that is the recommendation. G. McLeod says if you look at map we hit most the city's perimeter, only place we do not is the Pelham/ Allen Area. C. Riviera stated the festivities commission bought 5 cameras and they will pick up the Pelham/Allen area and the schools.

Motion carried unanimously.

10. Chairman's Report-

K. Mazag asked B. Hughes to schedule an informational meeting at the next meeting.

G. McLeod states the meeting is general information and status update, this is one of the two meetings that need to happen. The other meeting will be in September, October or November.

1. Potential Projects- K. Mazag anything that needs to add to project list, you can add on. Will be more than happy to speak with anyone.
2. K. Mazag asked J. Holden and B. Hughes to set up marketing committee meeting

11. Executive Director's Report

B. Hughes said he that previously reported to you that the DDA participates with the Beautification Committee that we sponsor 2 beds. Previous year, we hired a landscaping company to take care of beds, will reach out to Seasonal Property Management. A new business on Ecorse in July will open. Beauty Salon opening on Allen and buying two businesses to create a new business; more details to follow. I had a conversation that Caribou Coffee is working on permits. On Ecorse, we have purchase agreement for Bigby

Coffee. They are going to planning commission with hopes that the City Council will agree and they will be up and running by Thanksgiving.

12. ATTORNEY REPORT - Mr. Daniel

a. Expense report to Pentiuk, Couvreur and Kobiljak clearing liens on Flowers on the Avenue, we approved up to \$5,000.00 for this project.

B. T. Daniel will get with B. Hughes about the Moscheck's parking lot that expired with the DDA. Mr. Moscheck announced that they will be closing and will work with new business owners on the maintenance of this property.

C. Address personnel items that have gone back and forth. I am responding to a number of emails in response that DDA, City Council members and City personnel have received, Responsive in dealing with it, a lot of information will be discussed and give more information as it comes pertinent. Be remindful of the Open Meetings act. I have been in communication to Board about this.

13. DIRECTOR COMMENTS

- a. J. Holden – DDA more involved in community. Possibly create stickers for businesses that are in DDA district. May 4th a dollar will be donated for orders made at Culvers to support Cop on the Block
- b. C. Riviera- Did not have Executive Board meeting because he thought we didn't need one. K. Mazag replied saying B. Hughes spoke to him on that matter. First,
I am not happy with how you handled the Chamber. It should have been done in private. Second, taking away social media to advertise. I want to know why social media was taken away. B. Hughes did not respond to C. Riviera. Then B. Hughes stated that was in actual. L. Bielak confirmed they were all deleted. B. Hughes said this was discussed this with Board, he claims that L. Bielak should not include your name. Their names are on the list, but not in trouble. K. Mazag says it is not DDA L. Bielak. G. McLeod said there are DDA page, we don't need 5 or 6 pages. G. McLeod said we do not need to juggle multiple pages, it should all be on one page. L. Bielak explain, but F. Frank interrupted and would not let L. Bielak respond. The Allen Park DDA page is not active because we have 30 days to reactive. I believe she got a write up. B. Hughes states that I deleted pages. C, Riviera- firing of Jordan and Jim. K. Mazag I want to apologize to the Board and Jordan, he states she should have not come in here to talk about personnel issues, it should have been handled privately. We will have a meeting at a different. Paul and C. Riviera are not invited to meetings. We have fridge, conference table and K. Mazag was not aware of this, B. Hughes says he has it taken care of. J. Bradley should be reimbursed for the items she bought for Special Farmers Market. G. McLeod says that it should be turned into finance, but C. Riviera corrected her saying Ben wants to see everything first. J. Bradley should be paid for the Car Show from 9:00 am to 10 pm.
- c. A. Alexander- Create business cards for members of the DDA, so they can drop off at businesses.
- d. G. McLeod positive feedback about the car show. Biggest one ever. When he received the mailing, he sent to friends. C. Riviera thanked G. McLeod for her volunteering.
- e. A. Alexander Two months you talked about branding and marketing the DDA, is that what your meeting will be about to J. Holden. The public doesn't know who we are. A. Alexander offered help on Marketing Committee. Commented on the Top Shelf issue wanting to know how much he owes, he does not owe \$15,000.00 according to T. Daniel. B. Hughes no business cards yet because that want to redesign logo.
- f. A. Tirado in regards to Artistic Dental had spoken with J. Kibby and has a verbal authorization from J. Kibby that the maintenance of the lot was approved, but then J. Kibby was let go.
- g. F. Cieszkowski Landscaping has it been done this month, B. Hughes responded yes, Mr. Cieszkowski informed B. Hughes it has not been done because he bed had not been maintenance. The weeds are waist high. To speak of Jordan she did a great job and was very helpful. He believes there should be more than 1 site. For example, people who go to Made in Michigan don't go to Allen Park DDA to look for Made in Michigan.
- h. J. Holden has PowerPoint encourages you to go to Marketing Committee Meeting.

- i. P. Carnarvon would like to thank the committee for the Car show, it was great and is finally happy to see the Rat Pack open.

14. ADJOURNMENT

- a. Motion by C. Riviera, supported by A. Tirado to adjourn the meeting. Resolved to adjourn the meeting.

Motion carried unanimously.

- b. Meeting Ended at 7:41 pm.