



Allen Park Downtown Development Authority



Kurt Mazag, *Chairperson*

Cynthia Riviera, *Vice-Chair/Secretary*

Paul Carnarvon, *Treasurer*

BOARD AGENDA

Thursday, February 22, 2024

6:30 PM

A regular meeting of the Allen Park Downtown Development Authority will be held Thursday, February 22, 2024 at 6:30 PM in Allen Park City Hall, 15915 Southfield Road

ACTIVITY	RESPONSIBILITY	ACTION
1. Call to Order	Vice Chair Frank	
2. Roll Call	Secretary Tirado	
3. Agenda <i>Approval of the February 22, 2024 Meeting Agenda</i>	Vice Chair Frank	Vote Needed
4. Minutes from Previous Meetings <i>Approval of the minutes of the January 25, 2024 DDA Board Meeting</i>	Vice Chair Frank	Vote Needed
5. City Update	Mayor McLeod	Information
6. Financial Report <i>Approval of the January 2024 expenses and financial reports</i>	Mr. Hughes	Vote Needed
7. Public Comments – limited to DDA business only (4 minutes)	Vice Chair Frank	Information
8. Façade Improvement Grant Awards for The StrEATery at 5955 Allen Road <i>Approval to release two grant funds in the amount of \$20,000.00 and \$6,737.50</i>	Mr. Hughes	Vote Needed
9. 6834 Park Avenue – Purchase Vacant Building from the City of Allen Park <i>Approval to purchase 6834 Park Avenue for \$18,614.58 plus \$820.00 in closing fees for a total price of \$19,434.58</i>	Mr. Hughes	Vote Needed
10. Amend DDA Legal Services Agreement <i>Approval to amend DDA Legal Services Agreement effective March 1, 2024 with the following:</i> 1. <i>The law firm shall be Daniel Law P.C.</i> 2. <i>The monthly retainer fee shall be increased to \$2,000.00</i> 3. <i>The fee for legal work outside the scope of the monthly fee shall be increased to \$200.00 per hour</i>	Mr. Hughes	Vote Needed

<p>11. Made in Michigan Festival – DDA Partnership with Allen Park Citizens Civic Fund (APCCF) <i>Approval to accept offer from APCCF to provide volunteers to staff the 2024 Made in Michigan beer tent in exchange for beer sales revenue after all DDA beer tent expenses are paid.</i></p>	Mr. Hughes	Vote Needed
<p>12. Chairperson’s Report <i>1. Vacant Building Registry 2. Problems & Resolution List 3. Projects and Priorities List</i></p>	Vice Chair Frank	Information
13. Marketing Committee Update	Mr. Holden	Information
14. Design Committee Update Information	Vice Chair Frank	
15. Executive Director’s Report	Mr. Hughes	Information
16. Attorney’s Report	Mr. Daniel	Information
17. Director Comments	Board Members	Information
18. Adjourn	Vice Chair Frank	Vote Needed