



Allen Park Downtown Development Authority



Fred Frank, *Chairperson*

Cynthia Riviera, *Vice-Chair/Secretary*

Treasurer, *Dan Smith*

BOARD AGENDA

Thursday, February 24, 2022

6:00 p.m.

A regular meeting of the Allen Park Downtown Development Authority will be held

Thursday, February 24, 2022, at 6:00 p.m. in City Hall, 15915 Southfield Rd.

Zoom access for strategic planning and information. Board members may not vote via Zoom

Login: <https://us02web.zoom.us/j/85789939246?pwd=VHFkYU03U0NCQ1g3SXVUS3RkRGtoUT09>

Meeting ID: 857 8993 9246 Passcode: 019490 Call in: 1.646.558.8656

Masks strongly recommended for unvaccinated attendees.

Activity	Responsibility	Notes	Page #
1. Pledge of Allegiance	Mr. Frank		
2. Call to Order	Mr. Frank		
3. Roll Call	Ms. Riviera		
4. Agenda <i>ACTION: Shall the agenda be approved?</i>	Mr. Frank	Action	
5. Minutes from Previous Meeting <i>ACTION: Shall the minutes of the January 27, 2022, meeting be approved?</i>	Mr. Frank	Action	3
6. District Issues and Updates	Board	Report	
7. City Update on District Issues	Ms. McLeod	Report	
8. Citizens' Comments on Agenda Items			
9. Attorney's Report Parking lot leases	Mr. Daniel	Report	
10. Financial Report <i>ACTION: Shall the January 2022 financial report be accepted and expenses approved?</i> <i>ACTION: Shall the FY23 city budget draft be approved for submission to the city Finance Department and Council?</i>	Mr. Smith	Action	7, 12, 13 14, 16, 18
11. Chairperson's Report	Mr. Frank	Action	
12. Executive Director Report Strategic Planning	Ms. Kibby	Report	32 Homework
13. Committee Reports			
a. Design <i>ACTION: Shall the green banner design be submitted to CGI for installation?</i> <i>ACTION: Shall the Culver's \$6,525.50 façade grant be reimbursed?</i>	Ms. Kibby	Action	21 22

<i>ACTION: Shall the Southfield Gas & Go \$10,000 façade grant be approved (from D: Façade Grant FY22)?</i>				23
b. Marketing	Ms. Kibby	Action		24
<i>ACTION: Shall the DDA budget \$X for an 8-page pull-out event calendar in Allen Park Today and 5,000 extra copies (from M: New Projects)?</i>				
<i>ACTION: Shall the DDA contract with Storyville for Story and Photo Sprint services not to exceed \$X (from M: New Projects FY22)?</i>				25
14. Citizens' Comments				
15. Director Comments		Board		
16. Adjourn	Mr. Frank	Action		

Next month's regular board meeting: **March 24, 2022**