



Allen Park Downtown Development Authority



Fred Frank, *Chairperson*

Cynthia Riviera, *Vice-Chair/Secretary*

Ron Mistor, *Treasurer*

BOARD AGENDA

Thursday, May 27, 2021

6:30 p.m.

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

Thursday, May 27 at 6:30 p.m. electronically via Zoom.

Login: <https://us02web.zoom.us/j/86131334523?pwd=YUJXQ29zZ1dybk1zVlZlQ0NDtmV1UT09>

Meeting ID: 861 3133 4523 Password: 065707 Phone In: 312.626.6799

Activity	Responsibility	Notes	Page #
1. Call to Order	Mr. Frank		
2. Roll Call	Ms. Riviera		
3. Agenda <i>ACTION: Shall the agenda be approved?</i>	Mr. Frank	Action	1
4. Minutes from Previous Meeting <i>ACTION: Shall the minutes of the March 25, 2021 meeting be approved?</i>	Mr. Frank	Action	3
5. District Issues and Updates	Board	Report	
6. City Update on District Issues	Ms. McLeod	Report	
7. Citizens' Comments on Agenda Items			
8. Attorney's Report <i>ACTION: Shall the DDA office lease renewal be approved?</i>	Mr. Daniel	Action	7
9. Financial Report <i>ACTION: Shall the March 2021 financial report be accepted?</i>	Mr. Mistor	Action	10
<i>ACTION: Shall the April 2021 financial report be accepted?</i>			17
10. Chairperson's Report <i>ACTION: Shall the FY22 budget be approved?</i>	Mr. Frank	Action & Report	24
<i>ACTION: Shall the Miller & Miller contract renewal be approved?</i>			27
Laura Kozlowski			
American Express Award			
DTE Grant			
11. Executive Director Report <i>ACTION: Shall the DDA reimburse the City \$15,500 of the cost of re-asphalting the Community Center parking lot? (From Design: Carryover)</i>	Ms. Kibby	Report	41 30

Food Truck Park Proposal			31
Recast Leaders			
12. Committee Reports			
a. Design	Mr. Mistor	Action	
<i>ACTION: Shall A Squared Studio be awarded a façade grant of \$935? (From Design: Façade Grant 21).</i>			34
<i>ACTION: Shall Critters be awarded a façade grant of \$20,000, contingent upon installation of a dumpster enclosure in addition to the Phase 1 and Phase 2 plans? (From Design: Façade Grant 21).</i>			35
b. Marketing	Ms. Kibby	Action	
<i>ACTION: Shall an additional \$2,500 be added to the budget for a pilot drive-in movie event? (From Marketing: Carryover)</i>			37
<i>ACTION: Shall the DDA purchase 125 heavy duty interlocking steel barricades at a cost not to exceed \$12,597.25 and waive the DDA's bid process as there is no economic benefit since using the state purchasing program? (From Marketing: Carryover)</i>			38
<i>ACTION: Shall \$5,000 be budgeted for the Pumpkin Fest? (From FY22 Marketing: New Projects)</i>			40
13. Unfinished Business	Mr. Frank	Discussion	
14. New Business	Mr. Frank	Discussion	
15. Citizens' Comments			
16. Director Comments	Board		
17. Adjourn	Mr. Frank	Action	

Next month's regular board meeting: **June 24, 2021**