

DRAFT MINUTES OF THE CITY OF GROSSE POINTE DOWNTOWN DEVELOPMENT AUTHORITY
HELD VIA THE ZOOM TELECONFERENCE APPLICATION ON MONDAY, JULY 13, 2020 AT 6:30 PM.

Chair Martin called the meeting to order at 6:38 p.m.

ROLL CALL

Board Members Present: Bellanca, Lemanske, Lee, Malley, Martin, Taylor, Walsh, Mayor Tomkowiak

Board Members Absent: Aitken

Also Present: DDA Director Dame, City Clerk Arthurs, Event Coordinator Melissa Bunker

APPROVAL OF AGENDA

Motion by Member Bellanca, second by Member Lee to approve the agenda.

UNANIMOUSLY ADOPTED

APPROVAL OF MINUTES

Motion by Member Tomkowiak, second by Member Malley, to approve the June 1, 2020 minutes.

UNANIMOUSLY ADOPTED.

CONSIDERATION OF MAIN STREET BYLAWS AND DISCUSSION OF NEXT STEPS FOR MAIN STREET GROSSE POINTE

The members of the bylaws committee provided a report on their work on the draft of the DDA bylaws in preparation for an acceptance and transition into the Main Street program. It was noted that there were no changes to the bylaws from the last version circulated to members. The intent is for the current board to remain and City staff support to continue until the new positions are filled for the Main Street board and a full time DDA Director is hired by the new board. The goal is to have new board members appointed by City Council in August 2020. Additional discussion took place regarding wording in the bylaws and it was noted that the bylaws would require both City Council and Wayne County approvals. A suggestion was made for a formalized shared service agreement between Main Street and the City of Grosse Pointe.

Motion by Member Bellanca, second by Member Walsh, to adopt the Main Street Bylaws as submitted, which leaves the current DDA Board in place until new members are nominated and appointed by the City Council, and an Executive Director is hired; and allow the current DDA Director and DDA Secretary to remain in place until the new Board is established and appointed.

UNANIMOUSLY ADOPTED.

NEXT STEPS DISCUSSION

The timeline for nominations of Main Street board members to the Mayor and for a vote by City Council was discussed. A nominating committee was created to create a slate of candidates. Members of the nominating

committee were Member Bellanca, Malley, Taylor and Tomkowiak. The notice process to potential candidates was discussed. It was noted that the letter of commitment would not be included in the initial notice. The list of the eight people interested in serving would be distributed to the DDA Board. It was noted that new Main Street Board Member training would be in September to help the new committee setup goals after appointments are approved.

Discussion of the process to hire the Main Street Executive Director took place including drafting a job description and funding sources for the position. The new board members could create a search committee for the Executive Director.

SIDEWALK SALE

Board discussion took place regarding the sidewalk sale in July and it was noted that the concert, art, and children's activities were eliminated from the proposed event. Concern was expressed about how to handle the event during the pandemic, and especially now due to the recent uptick in COVID-19 cases in the area. It was noted that several retailers have decided not to participate this year. Discussion took place regarding an alternative type sale even for The Village, and if having this type of event would be a good idea or would it be a negative public relations issue. It was noted that protocols are in place for the sale event and could be managed. Discussion took place regarding if the event should take place, what is the consensus of the merchants and what a modified event would be.

Motion by Member Bellanca, second by Member Taylor to cancel the Sidewalk Sale for 2020 and allow the Village Association time to develop and present a plan for, a week-long sale or end of summer sale, in The Village.

UNANIMOUSLY ADOPTED.

PUBLIC COMMENT - Appreciation was expressed to the City of Grosse Pointe for the creative approaches to help The Village, especially restaurants, during the pandemic.

BOARD COMMENT - None.

NEXT MEETING - Monday, August 10, 2020 at 6:30 p.m. or called by Chair.

ADJOURNMENT

The meeting of the DDA Board was adjourned at 7:48 p.m.

Julie E. Arthurs, Secretary
City of Grosse Pointe Downtown Development Authority