

**AGENDA  
CITY OF GROSSE POINTE  
DOWNTOWN DEVELOPMENT AUTHORITY**

**REGULAR MEETING: 6:30 p.m., Monday, June 1, 2020**

**SPECIAL NOTICE**

Due to Governor Whitmer's Stay Home Stay Safe Executive Order and to minimize the spread of COVID-19, this meeting will be held electronically. Please see instructions below for participating in this ZOOM video/phone conference.

1. Call to Order – Roll Call
2. Approve Agenda
3. Approve Minutes of May 15 meeting
4. Bylaws Committee Report and Discussion
5. Summer events / entertainment
6. Public Comment
7. Board Comment
8. Adjournment

**INSTRUCTIONS FOR ALL PERSONS TO PARTICIPATE IN VIRTUAL MEETING**

This virtual meeting will be held via ZOOM video and phone conference program.

When: Jun 1, 2020 06:30 PM Eastern Time (US and Canada)

Topic: Grosse Pointe Village DDA Regular Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81705205836?pwd=NEIKM1VxWGtaNE1VSDJpRUpMQTdrQT09>

Password: GPDDA

Or iPhone one-tap :

US: +13017158592,,81705205836#,,1#,748251# or  
+13126266799,,81705205836#,,1#,748251#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833

Webinar ID: 817 0520 5836

Password: 748251

## INSTRUCTIONS FOR INDIVIDUALS WITH DISABILITIES

Michigan Relay is a communications system that allows hearing persons and deaf, hard of hearing, or speech impaired persons to communicate by telephone. Dial 7-1-1 to reach Michigan Relay and have the operator then connect with Zoom conference number above. There is no additional charge to use this service. Please contact [villagedda@grossepointecity.org](mailto:villagedda@grossepointecity.org) in advance of the meeting with any other requests for accommodations.

## INSTRUCTIONS FOR PUBLIC COMMENT

The following public comment instructions are for use by members of the public during the virtual DDA meetings held using the Zoom video and phone conferencing program:

A. During this electronic virtual meeting, individuals who wish to address the DDA on any agenda or non-agenda item may do so during the designated public comment period listed on the agenda. An individual wishing to make a public comment should indicate so by using the raise hand feature on the Zoom application. This is typically found in the upper right hand corner when you click on "View Participant list". This opens a pop-out screen that includes a "Raise Hand" icon that you may use to raise a virtual hand when the chair of the meeting calls for public comments. If you are using the audio only call-in feature, you can hit \*9 on the phone keypad to activate the raise hand feature.

B. Public comment during a virtual DDA meeting is welcome. Individuals may address the DDA Board and present any comments.

C. Each speaker should begin comments by providing their name and address.

D. Disorderly Conduct: The chair may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, failing to be germane, speaking longer than the allotted time or speaking vulgarities, engaging in hate speech, or otherwise breaching the peace.

E. Alternatively, public comments can also be submitted by email to [villagedda@grossepointecity.org](mailto:villagedda@grossepointecity.org) no later than 5:00 pm on the day of the meeting. All electronic comments received will be distributed to the DDA in advance of the start of the meeting.

MINUTES OF THE CITY OF GROSSE POINTE DOWNTOWN DEVELOPMENT AUTHORITY HELD VIA THE ZOOM TELECONFERENCE APPLICATION ON FRIDAY, MAY 15, 2020 AT 2:30 PM.

Chair Martin called the meeting to order at 2:33 p.m.

ROLL CALL

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

Board Members Absent: Council Member Walsh

Also Present: DDA Director Dame, City Clerk Arthurs, Council Members Stempfle and Juip .

APPROVAL OF AGENDA

Motion by Member Bellanca, Second by Member Taylor to approve the agenda.

UNANIMOUSLY ADOPTED

APPROVAL OF MINUTES

Motion by Member Bellanca, second by Member Malley, to table the approval of minutes.

UNANIMOUSLY ADOPTED.

PROPOSED 2020-21 DDA BUDGET

DDA Director Dame submitted the draft Downtown Development Authority Budget for Fiscal Year 2020-21. It was noted that the City of Grosse Pointe has not officially received the designation of a Main Street community due to the ongoing pandemic. Director Dame reviewed the budget and discussed expenses for the Main Street Director and other costs. Discussion took place regarding reconfirming potential donors to the Main Street program if the City is selected. A job description for the Main Street Director was discussed by the Board.

Motion by Member Bellanca, second by Member Taylor to approve the 2020-21 Downtown Development Authority Budget as submitted.

UNANIMOUSLY ADOPTED.

MUSIC ON THE PLAZA FOR 2020

DDA Director Dame reported on plans for the concert series this season. Discussion took place regarding concerns about attracting a crowd to the Village. Options to continue some type of entertainment in The Village were discussed. It was the consensus that the June concerts would be canceled and to try to set up July concerts, if possible, and maybe do music on weekends.

UPDATE - BYLAWS COMMITTEE

The members of the bylaws committee provided a progress report on their work reviewing the current DDA bylaws in preparation for an acceptance and transition into the Main Street program. It was noted that changes to the bylaws would be circulated to DDA Board Members and reviewed at a meeting. It was further noted that any changes to the bylaws would require both City Council and Wayne County approvals.

DIRECTOR HIRING COMMITTEE

Director Dame discussed getting the process started and to establish procedures to hire a director. Board discussion took place regarding the position, and creating criteria that best fit the City's needs.

ADDITIONAL DISCUSSION

Board discussion took place regarding the sidewalk sale in July.

Board discussion took place regarding the DDA Event Coordinator and her contract. It was noted that the need for social media is important to get information out about The Village and any potential events this summer and at least until September 2020.

Motion by Member Malley, second by Member Lemanske, to extend the event coordinator contract month to month, until September 2020.

UNANIMOUSLY ADOPTED.

PUBLIC COMMENT - None.

BOARD COMMENT - None.

NEXT MEETING - June meeting or called by Chair.

ADJOURNMENT

The meeting of the DDA Board was adjourned at 3:22 p.m.

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