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Brandon E. Wescott, Director
Wyandotte Downtown Development Authority

April 15th, 2009

CALL TO ORDER/ROLL CALL OF MEMBERS

The Wyandotte DDA was called to order at 5:32 PM on Monday April 13th, 2009 in the Municipal Service Building, 3005 Biddle Avenue, Wyandotte, MI. Members in attendance included: Mayor James DeSana, Chair Greg Gilbert, Arta Chiparo Gilbert Rose, Patt Slack, Tony Trupiano, Norm Walker, and Brandon Wescott. Heatherleigh Navarre was not in attendance.

Also in attendance were Mr. Joe Borgstrom and his staff of the Michigan Main Street Center and Ms. Danielle Wescott of the Riverside Kayak Connection.

APPROVAL OF AGENDA

Tony Trupiano motioned for approval of the agenda, seconded by Gilbert Rose, all voted in favor.

APPROVAL OF MINUTES

Tony Trupiano motioned for approval of the minutes, seconded by Gilbert Rose, all voted in favor.

INFORMATION TO RECEIVE AND FILE

4 a 1 – The Neighborhood Enterprise Zone (NEZ) proposal and the communication from City Council were discussed. This communication detailed how the City was going to contractually engage the services of Smooth Development LLC to establish a NEZ zone in the downtown for the purpose of promoting downtown residential investment and rehabilitation. After discussion on the topic, Gilbert Rose moved to approve the communication, seconded by Tony Trupiano, all voted in favor except Greg Gilbert, as he voted in opposition.

4 a 2 – An invitation to the dedication of the Gwen Frostic Sculpture was received and it was noted that the event will occur April 26th, 2009, 2PM at Frostic Field.

4 a 3 – A communication was presented and discussed on the Streetscape program on Eureka Avenue.

4 a 4 - A communication from City of Wyandotte Attorney Bill Look and the opinion that DDA funds could be used to assist new retail businesses downtown was shared and discussed.

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4 a 5 – A communication from Mayor DeSana on the parking requirements for downtown residential uses was shared and discussed.

4 a 6 - A quote provided to the DDA from the City Engineering Department detailing the cost to resurface the city-owned lot at Sycamore St. and Van Alstyne Blvd was received and discussed.

4 a 7 - An executive summary of the Ultimate Wyandotte Experience Survey the WBA conducted and completed over the course of two Third Fridays in the previous year was shared and discussed.

4 a 8 - The Feb/Mar Main Street News was distributed.

4 a 9 - A request from Mayor DeSana asking the DDA Board to set aside \$40,000.00 during the next budget cycle in order to plan and prepare for the costs of the utilities for the Masonic Temple was shared and discussed. Mayor DeSana motioned to approve the action, seconded by Patt Slack, all voted in favor.

4 a 10 – A communication from Mayor DeSana was sent to DDA members about downtown Rochester and their DDA.

REPORTS

4 b 1 – The monthly revenue/expenditure report was presented and discussed. Gilbert Rose motioned for approval of the monthly revenue/expenditure report, seconded by Arta Chiparo, all voted in favor.

4 b 2 - The fund balance report was then discussed and it was noted by Gilbert Rose for the line item budget summary expense and revenue reports to also be provided at meetings.

4 b 3 – Greg Gilbert delivered the Chairperson’s report noting the recent news of the City denying an application for a state grant to construct a transient marina. Mr. Gilbert also noted that in the future a public information meeting may be necessary to better inform the public about the project. He also noted and commented on the Masonic Temple project and the great opportunity that it presents. He publicly asked that if anyone would like to donate to the project to contact the DDA Director and assistance would be provided in donors aiding the project.

4 b 4 – The Director’s Report was delivered to the Board.

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4 b 4 - The oversight committee had convened on March 20th, 2009 for the purpose of locating new office space for the DDA office. It was determined at this time pursuing different office space for the DDA would not be appropriate.

PUBLIC COMMENT

Danielle Wescott of the Riverside Kayak Connection publicly informed the DDA and all others watching or in attendance that Yakapalooza would be occurring on Saturday April 25th, 2009 at the Yack Arena.

INFORMATION/DISCUSSION ITEMS

6 a 1 – Joe Borgstrom and his staff presented the Michigan Main Street Program to the DDA Board and answered all questions about the program.

6 a 2 – Brandon Wescott presented the draft application that will be sent to the Michigan Main Street Center for review by their staff and asked if there were any comments or concerns that needed to be addressed. None were noted.

6 a 3 – The Michigan Main Street Resolution was read and discussed, Tony Trupiano motioned for approval of the resolution authorizing submission of the application, seconded by Gilbert Rose, all voted in favor.

6 a 4 – The Alliance Program conference was presented and discussed, and the Director recommended that it would be worthwhile to attend. Tony Trupiano motioned to send the Director to the conference, seconded by Gilbert Rose, all voted in favor.

6 a 5 – The Director noted that Al Sutton of DPS approached him and noted that the banners downtown will need to be addressed. The Director recommended convening the design committee to address the details of the banners downtown.

6 a 6 – The Director noted that Al Sutton of DPS approached him and noted that the reindeer Christmas decorations had been damaged from the previous year. He noted that if the Board would like for them to be replaced to inform him of their decision. The Director recommended convening the design committee to address the details of purchasing new Christmas decorations for downtown.

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OLD BUSINESS

6 b 1 – The Director noted that the Northville DDA funds their business assistance program (BAP) with DDA tax capture funds.

6 b 2 – The Director noted that he followed up with Claude in the engineering department and noted that if there are signs to be removed to contact him as it is enforced with zoning ordinance section 2408.F.1.10.

6 b 3 – The transient marina project was discussed, and it was noted again that the DDA may want to host an informational meeting to inform the public of the project.

6 b 4 – The Director noted that at the last meeting annual dues for the National Main Street Center were \$250, however the invoice received notes a \$350 balance due to the ten additional copies of the Main Street News that are provided. Tony Trupiano motioned for approval of the request, seconded by Gilbert Rose, all voted in favor.

6 b 5 – The Director shared with the Board the completed Wayne County Connect Magazine advertisement. All were satisfied with the draft final product.

NEXT REGULAR MEETING

The next regularly scheduled meeting of the DDA will be held May 11th, 2009.

ADJOURNMENT

Tony Trupiano motioned for adjournment, seconded by Patt Slack, all voted in favor to adjourn.

CLOSED SESSION

Mayor DeSana motioned to go into closed session to discuss the Fogel Building, seconded by Gilbert Rose, all voted in favor.