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Patt Slack, Chairwoman
Brandon E. Wescott, Director
Wyandotte Downtown Development Authority

January 13th, 2010

CALL TO ORDER/ROLL CALL OF MEMBERS

The Wyandotte DDA was called to order at 5:30 PM on Tuesday January 12th, 2010 in the Wyandotte City Council Chambers, 3131 Biddle Avenue, Wyandotte, MI. Members in attendance included: Gilbert Rose, Patt Slack, Norm Walker, Leo Stevenson, Gerry Lucas, Arta Chiparo, Patrick VanDeHey, Greg Gilbert and Brandon Wescott. Mayor Joseph Peterson was not in attendance.

APPROVAL OF AGENDA

Brandon Wescott asked that agenda item 7 a 3 be moved to the bottom of the information/discussion item list, and it was motioned to amend the agenda by Greg Gilbert, seconded by Patrick VanDeHey, all voted in favor. Gerry Lucas motioned for approval of the amended agenda, seconded by Gilbert Rose, all voted in favor.

APPROVAL OF MINUTES

Gilbert Rose motioned for approval of the December 8th, 2009 Regular DDA meeting minutes, seconded by Gerry Lucas, all voted in favor.

PRESENTATIONS

No presentations were given.

INFORMATION TO RECEIVE AND FILE

Leo Stevenson addressed the Board with follow up comments regarding his communication dated December 28th, 2009. He noted the Board might want to consider developing a strategy to retain businesses, to re-examine the budget, determine where surplus funding is allocated in the budget, and lastly recruiting viable businesses. Gilbert Rose noted the increase in the "Land Purchases" budget line item and it was noted that the Fogel demolition was included in that amount. Gilbert Rose also commented on the Hornby project and business retention. After discussion and all comments were taken into account, Gilbert Rose motioned to accept the communications and comments as presented, seconded by Gerry Lucas, all voted in favor.

Gilbert Rose motioned for approval of the Monthly Revenue/Expenditure report, seconded by Gerry Lucas, all voted in favor.

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Gilbert Rose motioned for approval of the Monthly Budget Line Item report, seconded by Gerry Lucas, all voted in favor.

Gilbert Rose motioned for approval of the Fund Balance report, seconded by Gerry Lucas, all voted in favor.

Patt Slack delivered the Chairwoman's report highlighting the outcome and discussion of the recent promotion committee held, and the immediate positive impact it has had with coordination of city departments.

Brandon Wescott delivered the Director's report, publically thanking Mr. George Gouth and all other volunteers for their work on the restoration of the Wyandotte Totem Pole.

PUBLIC COMMENT

No public comment was offered.

INFORMATION/DISCUSSION ITEMS

Agenda Item 7 a 1 – The officer election was held, and a split vote was realized. A motion was offered by Gilbert Rose to elect a Vice Chair at the next meeting, seconded by Gerry Lucas, all voted in favor.

Agenda Item 7 a 2 – Anthony DeCuir addressed the Board on his communication and Patt Slack noted that a budget committee meeting should be convened to discuss the current financial requests made to the DDA Board. A motion to convene the budget committee was offered by Gerry Lucas, seconded by Gilbert Rose, all voted in favor. Item 7 a 2 will come before the budget committee for a report back to the full board at a later date.

Agenda Item 7 a 3 – Melanie McCoy and Steve Timcoe addressed the DDA Board about the proposal received to install a wireless internet system in the downtown area. It was noted that the bids received were higher than the amount budgeted. This item was discussed and Gilbert Rose motioned to include item 7 a 3 when the budget committee is convened, seconded by Gerry Lucas, all voted in favor.

Agenda Item 7 a 4 – Leo Stevenson commented on his communication about the implementation of a survey to ask the population in Wyandotte and surrounding areas what they would like to see downtown.

Agenda Item 7 a 5 – The services of a retail site selection firm such as Buxton or The Retail Coach was discussed and it was noted that there was a need for increased attention in this area of DDA oversight. Gilbert

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Rose motioned to have the three companies (Buxton, The Retail Coach, and a survey firm from item 7 a 4) come to the DDA Board and present how their services will better downtown, this action was seconded by Greg Gilbert, all voted in favor.

7 a 6 – Brandon Wescott recommended to the DDA Board to continue the membership in the Michigan Downtown Association because of the access to information on a statewide level. Gilbert Rose motioned to approve membership at the \$250 dollar level, seconded by Norm Walker, all voted in favor.

7 a 7 – A potential contract with the Recreation, Culture, and Leisure Department for marketing services was discussed. It was noted that this item was to be included in the previously referenced budget committee meeting. It was also noted that the specifics of the said department’s budget be provided to the DDA Board before any action was to take place in the manner of an inter-departmental contract for marketing services.

7 a 8- A window sign initiative was presented from the Promotion Committee and discussed. The DDA Board decided to take no action. A motion was offered by Gilbert Rose to convene the Mayor, City Engineer, City Attorney, DDA Director, and any other DDA Board members that would like to participate for the purpose of determining what can be done with the vacant commercial buildings downtown, similar to the residential programs that have been implemented for the upkeep of properties. Leo Stevenson seconded the motion, all voted in favor.

OLD BUSINESS

Brandon Wescott noted that the next Michigan Main Street training date would be held January 21st, 2010 in Portland, MI and that volunteers would be more than welcome to attend. It was also noted that the old downtown banners are for sale to fundraise for capital improvements. Lastly, it was noted that there are still opportunities available for the banner sponsorship program.

NEXT REGULAR MEETING: February 9th, 2010

ADJOURNMENT

Gilbert Rose motioned for adjournment, seconded by Gerry Lucas all voted in favor of adjournment.