

**OFFICIALS**

**William R. Griggs**  
CITY CLERK

**Andrew A. Swiecki**  
CITY TREASURER

**Colleen A. Keehn**  
CITY ASSESSOR



**MAYOR**  
**Joseph R. Peterson**

**COUNCIL**  
**Todd M. Browning**  
**James R. DeSana**  
**Sheri M. Sutherby-Fricke**  
**Daniel E. Galeski**  
**Leonard T. Sabuda**  
**Lawrence S. Stec**

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

June 10<sup>th</sup>, 2010

**CALL TO ORDER/ROLL CALL OF MEMBERS**

The Wyandotte DDA was called to order at 5:30 PM on Tuesday June 8<sup>th</sup>, 2010 in the Wyandotte City Council Chambers, 3131 Biddle Avenue, Wyandotte, MI. Members in attendance included: Patt Slack, Norm Walker, Greg Gilbert, Gilbert Rose, Leo Stevenson, Gerry Lucas, Patrick VanDeHey and Brandon Wescott. Arta Chiparo and Mayor Joseph Peterson were excused.

**APPROVAL OF AGENDA**

Brandon Wescott asked that agenda item 8 a 1 be removed from the agenda as presented, and Greg Gilbert motioned to approve the amended agenda, seconded by Gilbert Rose, all voted in favor.

**APPROVAL OF MINUTES**

Gilbert Rose motioned to approve all sets of minutes as presented, seconded by Gerry Lucas, all voted in favor.

**PRESENTATIONS**

No presentations were given.

**INFORMATION TO RECEIVE AND FILE**

Gilbert Rose motioned to receive and file all the communications as presented, seconded by Gerry Lucas, all voted in favor.

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

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

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

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Patt Slack delivered the Chairwoman's report highlighting the presentation to be given to the Main Street Selected Level Selection Committee on June 9<sup>th</sup>, 2010.

Brandon Wescott delivered the Director's report also highlighting the presentation to be given to the Main Street Selected Level Selection Committee on June 9<sup>th</sup>, 2010.

## PUBLIC COMMENT

## INFORMATION/DISCUSSION ITEMS

Agenda Item 8 a 2 – Brandon Wescott noted that he would like to attend the Michigan Municipal League Convention 2010, and once more information was gained it would be provided to the board for approval.

Agenda Item 8 a 3 – Expenditures related to the rehabilitation of the Totem Pole being completed by volunteers were approved and Gilbert Rose motioned to allow the expenditure and to authorize Brandon Wescott to begin preparing for re-installation of the Totem Pole, seconded by Gerry Lucas all voted in favor.

Agenda Item 8 a 4 – The Miller Canfield Engagement Letter was presented and discussed and Norm Walker motioned to send the engagement letter to City Council for approval with the requirement the City Attorney audit the work of Miller Canfield to ensure it is accurate, seconded by Gerry Lucas, with all Board members voting yes except for Leo Stevenson.

Agenda Item 8 a 5 – The Business Survey was discussed and it was noted that information gained from the data collection effort has already been used, especially with the idea of developing business recruitment packages.

Agenda Item 8 a 6 – The Wayne County Community Resource Workshop was discussed and it was noted Brandon Wescott could attend.

Agenda Item 8 a 7 – A grant management workshop was presented to allow Brandon Wescott to take the course. No motion or second was offered, and the Board elected to not act on this topic at this time.

Agenda Item 8 a 8 – Brandon Wescott asked the Board if the way the Budget Workshops were handled the previous fiscal year were satisfactory, and it was noted they worked well. A proposed schedule of three Budget Workshops to be held in late June, late July, and mid August was approved.

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Agenda Item 8 a 9 – The Business Recruitment Package was reviewed as presented with corrections noted. Leo Stevenson motioned to approve of the program, subject to City Attorney approval, seconded by Gilbert Rose, all voted in favor.

Agenda Item 8 a 10 – Brandon Wescott brought to the attention of the Board an error that had occurred with administration of the DCA grant agreement and recommended that no action take place and it was noted that the administration of the grant is occurring according to the grant agreement at this point going forward. Greg Gilbert motioned to allow the error in administration of the grant, noting the long term goodwill of such an action, seconded by Gerry Lucas all voted in favor.

Agenda Item 8 a 11 – Brandon Wescott presented a budget amendment to allow the funds from the Sale of the Tennant Street Cleaner to place the proceeds from the sale of the equipment in a revenue account and then re-budget for equipment purchases as an expenditure. Gerry Lucas motioned for approval of the action, seconded by Greg Gilbert, all voted in favor.

Agenda Item 8 a 12 – Leo Stevenson motioned to approve payment on the Wyandotte Business Association invoice, seconded by Greg Gilbert, all voted in favor.

Agenda Item 8 a 13 – The DIA had made a request to allow the DDA to participate in the upcoming public art installation project. Brandon Wescott noted he would write a letter to City Council to help publicize the program.

Agenda Item 8 a 14 – Brandon Wescott noted that in September he would like to attend the upcoming Michigan Downtown Conference and he noted that it would be good for DDA Board Members to attend if their schedule would allow.

## OLD BUSINESS

### CITY OWNED PROPERTY UPDATE

Greg Gilbert asked that a professional commercial property realtor be used to promote city owned property and asked that a representative from the Engineering Department present on how this presently handled at the next meeting.

Leo Stevenson asked that a regular sub committee be developed for the planning and future of the transient marina.

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NEXT REGULAR MEETING: July 13<sup>th</sup>, 2010

**ADJOURNMENT**

Gerry Lucas motioned for adjournment, seconded by Patrick VanDeHey all voted in favor of adjournment at 7:21 PM.