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

November 10th, 2010

CALL TO ORDER/ROLL CALL OF MEMBERS

The Wyandotte DDA was called to order at 5:30 PM on Tuesday November 9th, 2010 in the Wyandotte City Council Chambers, 3131 Biddle Avenue, Wyandotte, MI. Members in attendance included: Patt Slack, Norm Walker, Greg Gilbert, Gerry Lucas, Leo Stevenson, Mayor Joseph Peterson, Arta Chiparo, Patrick VanDeHey and Brandon Wescott. Gilbert Rose was excused.

APPROVAL OF AGENDA

Brandon Wescott asked that two items be added to the agenda, the DDA Marketing Contract Marketing Expenditure Report Third Quarter 2010 (WBA) and the Wyandotte Business Association Balance Sheet As of September 30th, 2010 (WBA). Gerry Lucas motioned to approve the amended agenda with the two additional items, seconded by Mayor Peterson, all voted in favor.

APPROVAL OF MINUTES

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

PRESENTATIONS

INFORMATION TO RECEIVE AND FILE

Greg Gilbert motioned to receive and file all the communications as presented seconded by Mayor Peterson, all voted in favor.

A roll call vote was offered for approval of the Monthly Revenue/Expenditure Report, all voted in favor.

Patt Slack delivered the Chairperson's report highlighting the proposed committee structure and potential volunteers to the committees.

Brandon Wescott delivered the Director's report highlighting a summary of the legal powers available to the DDA that can be used to assist developers.

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PUBLIC COMMENT

INFORMATION/DISCUSSION ITEMS

Agenda Item 7 a 1 – Brandon Wescott presented the findings of the grant committee and the following grants were presented for approval:

Business Grant Approval List		
New Businesses	Amount	Notes (Grant Committee)
Expanding Businesses		
Mac's Variety	\$5,000	Committee Approved 10/15/10
Priskorn & Panson	\$2,500	Committee Approved 11/3/10
Relocating Businesses		

Mayor Peterson motioned for approval of the grants, seconded by Arta Chiparo, all voted in favor. Mayor Peterson also asked that a workshop meeting be held with the Economic Restructuring Committee which would also include the Wyandotte Business Association to review the grant program and make any improvements or suggestions to improve its effectiveness. It was also suggested to send the grant program application to Mr. Look after the workshop for review.

The following proposed language was proposed and motioned for approval by Greg Gilbert, seconded by Mayor Peterson to be added to the grant program, all voted in favor:

- If a grant has been received at an address or same physical location during the fiscal year, another business or property owner will not be eligible for another grant at said address or physical location until the fourth quarter of that same fiscal year depending on availability of funds.

Agenda Item 7 a 2 – Brandon Wescott presented three budget amendments: Christmas (\$8,000 for lights and a Dragon), Improvements – Historical Commission (\$23,000), and lastly Municipal Service – WyFi (\$22,995). Discussion also centered on providing marketing and events for every Friday during the Holiday Season. Dianne Woodruff and Jay Steffensky noted they would work with the WBA Executive Board to put

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together a schedule and proposal of events. Once the proposal is received an emergency DDA meeting will be called to act on the proposal. Mayor Peterson motioned to approve of the budget amendments, seconded by Gerry Lucas, all voted in favor.

Agenda Item 7 a 3 – Mr. Joe Voszatka presented to the DDA Board a proposal to identify incentive programs that various properties in the Downtown may qualify for. After discussion on the incentives identified for other properties in the City, Patrick VanDeHey motioned to have Brandon Wescott write a letter listing Mr. Voszatka's services along with other firms to be available for potential clients that may need this type of information, seconded by Leo Stevenson, all voted in favor.

Leo Stevenson motioned to have Mr. Look present to the DDA Board on the laws available to the City to use to make sure vacant properties are held to allowable standards and to make sure they are maintained in a fashion that will not allow them to be further deteriorated. Seconded by Arta Chiparo, all voted in favor.

Agenda Item 7 a 4 – Brandon Wescott recommended to the board to allow up to \$200 be made available for promotional materials for the Totem Pole. Gerry Lucas approved of the recommendation, seconded by Arta Chiparo, all voted in favor.

Agenda Item 7 a 5 – Patt Slack presented the four committees and their proposed membership and noted what each committee is designed to handle and cover. Greg Gilbert mentioned that that the City of Trenton does a nice job with their promotional material of the City. Mr. Gilbert asked that the Trenton DDA Director speak at the next meeting to share some thoughts on how this type of media can be put together.

Agenda Item 7 a 6 – Brandon Wescott asked that the Board authorize the travel and meal expenses at the next Michigan Main Street Training meeting to be held December 1st, 2010 in Howell, MI. Leo Stevenson motioned to approve the training to be attended by Mayor Peterson and Gilbert Rose, seconded by Arta Chiparo, all voted in favor.

CITY OWNED PROPERTY UPDATE

Brandon Wescott shared with the DDA Board that the City was denied a permit from the State of Michigan to begin work on the Transient Marina and noted the City has filed an appeal to the findings of the State so the project can move forward.

NEXT REGULAR MEETING: December 14th, 2010

ADJOURNMENT

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Arta Chiparo motioned for adjournment, seconded by Norm Walker all voted in favor of adjournment at 7:30 PM.