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

January 14th, 2011

CALL TO ORDER/ROLL CALL OF MEMBERS

The Wyandotte DDA was called to order at 5:30 PM on Tuesday January 11th, 2011 in the Wyandotte City Council Chambers, 3131 Biddle Avenue, Wyandotte, MI. Members in attendance included: Patt Slack, Norm Walker, Greg Gilbert, Gerry Lucas, Mayor Joseph Peterson, Patrick VanDeHey, Gilbert Rose and Brandon Wescott. Leo Stevenson and Arta Chiparo were excused.

APPROVAL OF AGENDA

Brandon Wescott asked that four items be added to the agenda, the addition of agenda item 5 a 4 City Council communication about the Farmer's Market, agenda item 5 a 5 City Council communication about the viaduct agreement, agenda item 5 a 6 City Council communication on budget amendments, and agenda item 7 a 4 Web Cam. Gilbert Rose motioned to approve the amended agenda with the additional items, seconded by Mayor Peterson, all voted in favor.

APPROVAL OF MINUTES

Gilbert Rose motioned for approval of the minutes as presented, seconded by Gerry Lucas. There was then discussion about the design committee in working on design guidelines for the downtown area, and it was noted to convene the design committee for this purpose as the Historical Society had a project they would like to implement in the downtown area, it was noted to work toward uniformity with all projects downtown. All voted in favor of the minutes.

PRESENTATIONS

No presentations were given.

INFORMATION TO RECEIVE AND FILE

Greg Gilbert motioned to receive and place on file all communications as presented, and Mr. Gilbert also asked that Mr. Drysdale be available at a future meeting to discuss some questions he has about the fund balance report, seconded by Gerry Lucas, all voted in favor.

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Gilbert Rose motioned to approve the Monthly Revenue/Expenditure Report, seconded by Mayor Peterson. A roll call vote was then offered for approval of the report, all voted in favor.

Gilbert Rose motioned to approve the Monthly Budget Line Item Report, seconded by Gerry Lucas. A roll call vote was then offered for approval of the report, all voted in favor.

Gilbert Rose motioned to approve the Fund Balance Report, seconded by Gerry Lucas, all voted in favor.

Patt Slack delivered the Chairperson’s report highlighting the programs and happenings at the Art Center, and also noting that there will be the Arts & Culture Town Hall Meeting to be held on January 18th, 2011 at 7:30 PM at the Wyandotte Arts Center, 81 Chestnut, Wyandotte, Michigan.

Brandon Wescott noted in his Director’s report that there were opportunities to advertise on the new DDA Newsletter and that it would be going out very soon. Mr. Wescott also noted that banner splices were still for sale, and that letters had gone out to previous participating parties to renew their annual agreement.

PUBLIC COMMENT

No public comment was offered.

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		
Belicoso	\$5,000.00	Committee Approved December 17th, 2010
Relocating Businesses		
Lademan Ins. Agency INC.	\$4,080.20	Committee Approved December 17th, 2010
	\$9,080.20	

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Mayor Peterson motioned to approve the grants as presented, seconded by Greg Gilbert. A roll call vote was offered and all voted in favor.

Agenda Item 7 a 2 – Brandon Wescott then presented the following budget amendments:

Proposed Budget Amendments:	
Alastra Construction	\$2,200.00
Whipple Printing	\$255.00
Farmers Mkt (Natalie Rankine)	\$1,033.44
Farmers Mkt (16 markets - Jun 16 thru Oct 6)	\$4,800.00
Total	\$8,288.44

Gilbert Rose motioned to approve the budget amendments from the fund balance into the Miscellaneous line item, seconded by Gerry Lucas, all voted in favor.

Agenda Item 7 a 3 – Brandon Wescott presented that the next Main Street Training will be held in Clare, Michigan and that there was room to accommodate other interested members in attending. Mayor Peterson and Patt Slack made comments on their experiences with the Main Street Program, and Mayor Peterson motioned to allow the travel of Brandon Wescott to the training, seconded by Gerry Lucas, all voted in favor.

Agenda Item 7 a 4 – Brandon Wescott presented the findings of installing a webcam as indicated below:

Webcam costs per meeting with J. Sutka	
Cost of Camera	\$1,000
Cost of Computer to run the Camera	\$1,000
Cost of the Software to deploy Application	\$1,000
Cost of Installation	\$1,000
Total (not to exceed)	\$4,000

Mayor Peterson motioned to approve the expenditure of up to \$4,000 from fund balance to implement a web cam for the downtown, seconded by Gerry Lucas, all voted in favor.

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CITY OWNED PROPERTY UPDATE

Mayor Peterson noted that the meetings involving the transient marina have been going well, and that there will be more information forthcoming about the project.

NEXT REGULAR MEETING: February 8th, 2011

ADJOURNMENT

Gerry Lucas motioned for adjournment, seconded by Gilbert Rose, all voted in favor of adjournment at 6:45 PM.