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DOWNTOWN DEVELOPMENT AUTHORITY

MEETING MINUTES

TUESDAY, JULY 10th, 2012

3131 Biddle Avenue, Wyandotte, Michigan

1) MEMBERS PRESENT –Greg Gilbert, Gerry Lucas, Peter Rose, Patt Slack, Norm Walker, Dr. Patrick Van De Hey

2) MEMBERS EXCUSED – Mayor Joseph R. Peterson, Norm Walker

3) OTHERS PRESENT –Natalie Rankine, Diane Woodruff, Tom Woodruff, Jeremy Sladovnik, Marge Ballheim, Janelle Rose, John Ruso, Dan Galeski, Bob Beaudette.

4) APPROVAL OF AGENDA –

N. Rankine requested that item number 10d be added to the agenda.

Motion by Patt Slack, supported by G. Lucas to approve the agenda. All in favor, motion carried.

5) APPROVAL OF MINUTES

June 12th, 2012

Motion by G. Lucas, supported by G. Gilbert to approve the DDA meeting minutes from June 12th, 2012. All in favor, motion carried.

June 19th, 2012

Motion by G. Lucas, supported by G. Gilbert to approve the DDA meeting minutes from June 19th, 2012. All in favor, motion carried.

6) PUBLIC COMMENT –

- a) Tom. Woodruff, owner of Downriver Stone Design indicated that he attempted to join the WBA, but that his application was only approved contingent upon his paying for multiple years membership in a row, not having voting rights and other special stipulations. He indicated that he didn't feel that he should be subject to these special provisions and that they decided not to join because of this. He is asking the DDA to consider pulling funding for them as a result of this. He said that they are a DDA District business and should be allowed to join the WBA without special provisions.
- b) Jeremy Sladovnik, owner of Joe's Hamburgers indicated that he attempted to join the WBA, but that instead of being approved they requested a closed door meeting with him regarding his membership. He didn't agree that he should have to go through this to become a member.
- c) G. Gilbert stated that the WBA was a third party organization and that we could not dictate decisions that they make. He also stated that it was very important that the WBA adhere to their bylaws when making decisions regarding the acceptance of new members.
- d) N. Rankine asked if Marge Ballheim, the new WBA president was willing to speak on the WBA's behalf. Ms. Ballheim indicated that her board was currently reviewing the procedures and encouraged attendance at a **WBA meeting to be**

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held next Wednesday, the 18th of July at 6:30 pm. She indicated that she was the new president and that they were looking at addressing things in different ways.

- e) G. Lucas requested a copy of the most recent WBA bylaws. Ms. Ballheim agreed to send it to the board.
- f) Marge Ballheim asked the board if they could process the January/February/March payment sooner than our anticipated check cut date of July 25th. L. Stevenson asked if finance could make an exception. N. Rankine stated that she would make a request tomorrow morning.
- g) John Ruso approached the DDA regarding the beer sold at the Street Fair. He wants to know if it was possible for the businesses to sell beer instead of having a third-party organization sell the beer and make the profits. He mentioned that this used to be the case, but that they've gotten away from it. He also wanted to know if this were a possibility at Third Fridays. Patt Slack said that a request for these two events would not be made through the DDA, but the organizations running the events: The Art Fair Committee and the WBA. She said that Mr. Ruso should approach the street fair to see if this is possible. She also noted that most of the profits from the sale of beer help to fund the art fair and that revenue to support the fair has declined.

7) MONTHLY REVENUE/EXPENDITURE REPORT -

N. Rankine reviewed the report with the committee, she stated that there is a \$359.00 overage in the Historical Improvements account. This was charged to the account for the elevator and will be paid for by the Wyandotte Museums. In addition, the Land Purchases account reflects the recent purchase of the Sears Building and will be rectified in next month's finance report.

Motion by G. Gilbert supported by G. Lucas to approve of the monthly revenue and expenditure report. Roll called. All in favor. Motion carried.

8) ONGOING PROJECTS AND BUSINESS -

A.) WYANDOTTE FARMERS MARKET -

N. Rankine updated the committee on the happenings at the farmers market. She indicated that despite the multiple 100 degree days, patrons were still soliciting the market. She reminded the board that the market will not operate the week of the Wyandotte Street Art Fair.

B.) 3061 & 3063 BIDDLE AVENUE: RFP -

N. Rankine distributed copies of the draft RFP for development of 3061/3063 Biddle Avenue (former Sears property). She stated that the target date for the RFP to go to council is July 23rd. She asked that all board members review the document and email her with comments no later than Tuesday, July 17th.

C.) WBA QUARTERLY PAYMENT

N. Rankine asked for approval of the \$10,000.00 quarterly payment to the WBA to be paid. She indicated that they submitted their report and required receipts.

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Motion by G. Gilbert, second by P. Slack to pay the January, February, March WBA payment in the amount of \$10,000.00. Roll called, all in favor. Motion carries.

D.) DCA QUARTERLY PAYMENT

N. Rankine asked for approval of the Downriver Council for the Arts Quarterly grant. She indicated that they were up-to-date on their rent.

Motion by G. Lucas, second by P. Slack to pay the Downriver Council for the Arts their quarterly payment of \$12,500.00. Roll called, all in favor. Motion carries.

E.) CIGARETTE RECEPTACLES

N. Rankine received pricing for cigarette receptacles. The pricing was for bollard-type receptacles and were \$250.00 each. The board debated where and how many to place in the district. They asked about the requirements for businesses to provide them. L. Stevenson asked that we table the purchase for now, because of the tight budget constraints. The board agreed.

F.) DOWNTOWN FIRE UPDATE

N. Rankine indicated that she and the other members of the board have stayed in touch with most of the businesses displaced from the fire. To date, it is not known if some or all of the businesses will come back. G. Gilbert mentioned that the DDA should send a letter to business asking them if there was anything that the DDA could do to help them stay. N. Rankine agreed to draft the letter.

Motion by G. Gilbert, second by P. Rose to send a formal letter to the business owners letting them know that the DDA is available for assistance to help them rebuild. All in favor. Motion carried.

10) NEW BUSINESS

A) QUARTERLY GRANTS –

N. Rankine indicated that there were a total of 6 grants that were applied for in this grant cycle. The grant application from Johnny Macs requires more information and will be reviewed again at the next meeting. N. Rankine gave a brief list of the applications reviewed and recommended by the grant committee and asked for approval of the following applications:

Grant application for The Beauty Lounge in the amount of \$3,400.00 for interior improvements. This is a new business.

Motion by G. Lucas, second by P. Rose to award The Beauty Lounge a grant in the amount of \$3,400.00. Roll called, all in favor. Motion carries.

Grant application for R. P. Mc Murphy’s in the amount of \$5,000.00 for exterior café seating.

Motion by G. Lucas, second by P. Rose to award R.P. McMurphy’s a grant in the amount of \$5,000.0. Roll called. L. Stevenson abstained from voting. All others in favor. Motion carries.

Grant application for Thomas Bidari for landscaping at the Law Offices of Tom Bidari.

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Motion by G. Lucas, second by P. Rose to award R. Thomas Bidari a grant in the amount of \$2,500.00. Roll called, all in favor. Motion carries.

Grant application for Merle Norman in the amount of \$5,000.00 for interior improvements. This is a new business. Please note that the previous grant for this business has been revoked, because the lease agreement was not signed. This is a new property.

Motion by G. Lucas, second by P. Rose to award Merle Norman a grant in the amount of \$5,000.00. Roll called, all in favor. Motion carries.

B) 2012 WYANDOTTE STREET ART FAIR

N. Rankine reminded the board that the Wyandotte Street Fair begins tomorrow. She reminded the board that the DDA incorporated the DDA Map and business listings into the guidebook. There are thousands of these guides distributed to visitors of downtown Wyandotte during the fair. Patt Slack mentioned the wonderful press and publicity that the fair is bringing to Downtown Wyandotte.

C) USE OF TROLLEY FOR EVENT

P. Slack mentioned that she was working on coordinating the trolley for an upcoming women's event. N. Rankine said that the DDA no longer coordinates the trolley rental, the Special Events office does. P. Slack indicated that she would contact them regarding a reduced rental fee.

11) NEXT REGULAR MEETING: August 14th, 2012

12) ADJOURNMENT

Motion by G. Lucas supported by P. Rose to adjourn at 6:54 pm.