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NATALIE RANKINE
DIRECTOR
DOWNTOWN DEVELOPMENT AUTHORITY

MEETING MINUTES
December 11th, 2012
Council Chambers, 3131 Biddle Avenue Wyandotte MI. 48192

- 1.) MEMBERS PRESENT** –Mayor Joseph Peterson, Peter Rose, Gerry Lucas, Dr. Patrick VanDeHey, Patt Slack, Leo Stevenson
- 2.) MEMBERS ABSENT** – John Jarjosa, Norm Walker, Greg Gilbert
- 3.) OTHERS PRESENT** –Natalie Rankine, Mark Zeilman, Jeremy Sladovnick, Diane Woodruff, Marge Ballheim, Al Bates, John Ruso, Vicki Lucas, Scott McBeath.

4.) APPROVAL OF AGENDA –

Motion by G. Lucas, supported by P. VanDeHey to approve the agenda for December 11th, 2012.

5.) APPROVAL OF MINUTES –

Motion by G. Lucas, supported by P. VanDeHey to approve the agenda for December 11th, 2012, with the revision that Meeka Wheeler was present at the meeting instead of Debbie Oullette.

6.) PUBLIC COMMENT -

Diane Woodruff of Downriver Stone Design – D. Woodruff indicated that the DDA Board unanimously voted to approve the recommendations made that Design & Promotions Committee made when they met on October 9th. The plan included signage, window clings, posters and blue lights. Vote was taken after the discussion to approve \$3,000.00 from the DDA Marketing account. Diane indicated that at the DDA meeting, the blue lights weren't ordered because some downtown businesses complained about the blue lights. She was wondering why they weren't ordered. Board passed unanimously, but lights weren't ordered, despite the fact that it was directed.

Mayor Peterson indicated that he did not direct anyone to not order the lights.

P. Slack said that this was discussed at the meeting, but they weren't ordered.

N. Rankine indicated that it was her responsibility to order the lights.

Mayor Peterson asked that this question be placed on the agenda.

N. Rankine indicated that she would add it the Blue Lights as item 8d.

D. Woodruff indicated that she didn't appreciate that G. Gilbert referred to them as "underlings" and that City Hall gave us a proclamation commending us on the job we've done.

Mayor indicated that although they did a good job, that the city had gotten complaints too.

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D. Woodruff indicated that people should have contacted them for information and/or complaints.

P. Rose asked to approach the board.

Mayor Peterson asked that not bring anything else up, that we should just move forward.

Peter Rose: I really felt badly that all the work that was done on behalf of PTP.

7.) INFORMATION TO RECEIVE AND PLACE ON FILE -

- a.) Beautification Commission Minutes
- b.) Citizens letter regarding downtown lights.
- c.) FOIA request (Richard Miller).

Motion by G. Lucas, supported by P. Slack to receive and place items on file. All in favor, motion carried.

9.) MONTHLY REVENUE/EXPENDITURE REPORT -

N. Rankine indicated that there was a discrepancy in line item 499.200.725.167, showing that the account was \$4.29 over budget. No funds should be withdrawn from this account, however. N. Rankine notified the finance department of the error and they will be fixing it.

Motion by M. Peterson, supported by G. Lucas to approve the monthly revenue and expenditure report. Roll Call, all in favor. Motion carried.

10.) ONGOING PROJECTS AND BUSINESS-

- a.) 3061 & 3063 Biddle Avenue:

N. Rankine indicated that she and Mr. Drysdale have provided the MEDC with all of the information necessary for the grant application. They anticipate closing on the property sometime in January or February of 2013.

- b.) Downtown Fire Update:

N. Rankine indicated that all of the businesses with the exception of Riverside Yarn Gallery will be moving back. She did hear that Bella Donna's would be expanding, but that she hadn't heard from them regarding their grant application that was sent. L. Stevenson replied that Bella Donna's would be expanding.

- c.) Small Business Saturday:

N. Rankine indicated that Small Business Saturday was a success.

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d.) Move to 3200:

N. Rankine indicated that the DDA’s move to 3200 was complete. The DDA office is now located on the 3rd floor.

8.) NEW BUSINESS –

a.) Zoo Millage resolution from Council.

N. Rankine indicated that The City of Wyandotte would be joining together with other municipalities to attempt to capture funding from the Zoo Millage for our local TIF entities. The Council resolution dated December 3rd requests that the DDA incur a portion of this cost. Mr. Drysdale estimated that the legal fees will cost approximately \$15,000.00 and that they are asking the DDA to pay \$1,000.00 toward this.

L. Stevenson asked how much we will be able to capture.

Mayor Peterson indicated that it is not known how much the DDA will be able to capture.

Motion by L. Stevenson, second by G. Lucas to allocate \$1,000.00 from DDA account number 499.200.926.790, Miscellaneous toward legal fees to capture Zoo Millage funding. Roll called. All in favor, motion carried.

b.) Grant opportunity to demolish 3131 Biddle Avenue.

N. Rankine indicated that the Engineering and Building Department is applying for a grant to demolish 3131 Biddle Avenue. She clarified that this did necessarily mean that the building would be demolished, only that if whoever chooses to develop the property would be eligible for grant funding to do so.

L. Stevenson indicated that although the grant funding might be necessary that he didn’t agree with the premise of demolishing the building and that he would be voting “no” on this resolution.

Motion by G. Lucas, supported by M. Peterson to support a letter to support grant funding for the demolition of 3131 Biddle Avenue. Roll called. All in favor with the exception of Leo Stevenson, motion carried.

c.) WBA recommendations for DDA Design & Promotions Committee:

N. Rankine indicated that The Wyandotte Business Association recommended that Al Bates & Mikelle Vargas be placed on the DDA Design & Promotions Committee.

Motion by G. Lucas, supported by M. Peterson to approve the addition of Al Bates & Mikelle Vargas to the Design & Promotions Committee. All in favor. Motion carried.

d.) Blue lights for downtown

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Mayor Peterson indicated that despite the fact that the DDA board had approved the blue lights that he had received many complaints about the lights.

N. Rankine said that it was her fault that the lights weren't ordered, but that she gathered from the meeting that the board didn't wish to order them. She said that she should have asked for a resolution to not order them.

M. Peterson said that we should take the \$1,200.00 earmarked for the blue lights and order more white lights. That the trees didn't have as many as they usually do.

P. Rose brought up the light display in Downtown Rochester sponsored by the DDA.

N. Rankine indicated that the budget only allowed \$2,500.00 for lights and that Rochester's Budget was \$250,000.00 for lights. By comparison, our revenue for the 2013 Fiscal year was \$500,000.00, of which more than 50% was already earmarked for previous' years projects. The \$2,500.00 was only to replace broken or vandalized lights. She said that this was made clear to the board during the drafting of the budget and that if they thought this was a priority that the budget should have been increased for this.

M. Peterson suggested that the \$1,200.00 that was earmarked for the blue lights be used to purchase more white lights for downtown.

N. Rankine indicated that she would attempt to order them and inquire as to whether or not DPS could install them in the upcoming week.

Resolution my M. Peterson, supported by L. Stevenson to utilize the \$1,200.00 from the original purchase of the blue lights for white lights for downtown. Roll call. All in favor, motion carries.

12.) NEXT REGULAR MEETING – January 8th, 2013

13.) ADJOURNMENT -

Motion by M. Peterson, supported by G. Lucas to adjourn the meeting at 6:45 pm. All in favor, motion carried.

Respectfully Submitted,

Natalie Rankine
DDA Director