

**OFFICIALS**

**William R. Griggs**  
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**NATALIE RANKINE**  
**DIRECTOR**  
**DOWNTOWN DEVELOPMENT AUTHORITY**

**Meeting Minutes**  
**Tuesday, March 11<sup>th</sup> 2014 at 5:30 pm**  
**Council Chambers, 3200 Biddle Avenue, Suite 300, Wyandotte Mi. 48192**

**MEMBERS PRESENT:** Gerry Lucas, Peter Rose, Patt Slack, Leo Stevenson, Greg Gilbert, Norm Walker and John Jarjosa

**MEMBERS ABSENT:** Mayor Peterson, Patrick VanDeHey

**OTHER PRESENT:** Natalie Rankine, Heather Thiede, Anthony J. LoDuca, Brian Neiper, Joe Vosatka

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:**

**Motion by P. Rose, supported by G. Lucas to approve the minutes from the previous meeting on February 11<sup>th</sup> 2014. All in favor, motion carried.**

**APPROVAL OF AGENDA:**

N. Rankine stated that she would like to amend the agenda to add the items 9c and 9d.

**Motion by L. Stevenson, supported by G. Lucas to approve the amended agenda for the March 11<sup>th</sup> meeting. All in favor, motion carried.**

**INFORMATION TO RECEIVE AND PLACE ON FILE:**

**Motion by G. Gilbert, supported by G. Lucas to receive the beautification commission minutes and place them on file. All in favor, motion carried.**

**MONTHLY REVENUE/EXPENDITURE REPORT:**

N. Rankine reviewed the reviewed and expenditure report with the committee.

**Motion by G. Lucas, supported by N. Walker to approve of the monthly revenue and expenditure report from March. Roll Call, all in favor, motion carried.**

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## ONGOING PROJECTS AND BUSINESS:

- a. **DDA Strategic Plan Update:** N. Rankine introduced Mr. Tellerico from Becket and Radar who will be assisting in the creation of the DDA Strategic Plan. L. Stevenson explained the progress to the group. He stated that a draft will be circulated to the board members for their input, then public comment and then a vote on the final product at the next DDA meeting.
- b. **3061 & 3063 Biddle Avenue Update:** N. Rankine updated the group that she is currently working with Mr. Daly and reviewed the purchase agreement. She stated that the proposal does not have a time line, but they will submit one in time to be presented at the next DDA meeting. L. Stevenson stated that he is excited for Mr. Daly to undertake this project. The group discussed. G. Gilbert asked N. Rankine if Hotel Sterling maintained interest in the project until they cancelled. N. Rankine stated that the cancellation of the project was due to personal reasons but that they did and do remain in constant contact with the Hotel Sterling owners. She also mentioned that they are working with Mr. Daly to assist him with the project and move forward. P. Rose stated he felt the city is extraordinarily lucky to have Mr. Daly's help. N. Rankine mentioned that she is in talks with another potential hotel for the DDA district and will email the committee members regarding the meeting with that potential business.
- c. **Restaurant Week:** N. Rankine stated that the DDA is collaborating with the WBA on this event.
- d. **WBA Contract:** Update: N. Rankine stated that the WBA quarterly report was enclosed in the DDA packet. She explained she went to City Council for approval for the WBA/DDA contract and did not have the end of the year report for 2013. P. Slack stated that the WBA has sent all of the information to their accountant but it has been delayed. The group discussed. P. Rose requested for more interaction from the WBA with the DDA board. N. Rankine stated that she will contact the WBA to have a representative attend the DDA meetings for updates on their events and projects.

**Motion by L. Stevenson, supported by G. Lucas to approve N. Rankine to release quarterly funds to the WBA contingent upon receipt of the end-of-the year report. Roll Call, all in favor, motion carried.**

- e. **Outdoor Café Seating Request:** N. Rankine updated the committee on her progress with the Engineering Department and will have it on the agenda for the next DDA meeting for review. She plans on sending the requirements to the planning committee in April.

## NEW BUSINESS:

- a. **3131 Biddle Avenue: MJC Request and Presentation:** A. LoDuca and B. Neiper presented the drawings for the 3131 Biddle site to the committee. They reviewed each floor with the group and explained there would be NSP 2 apartments in the building. The committee discussed. A. LoDuca reviewed the building material and stated the types of material that are required to be used in the apartments. The group commented on how they are looking forward to the project's completion and have their full support.

J. Vosatka spoke to the DDA board regarding the resolution and the interlocal agreement he drafted. The committee discussed.

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**RESOLVED BY THE WYANDOTTE DOWNTOWN DEVELOPMENT AUTHORITY that the Authority acknowledges receipt of the communication from Todd A. Drysdale, City Administrator, dated February 28, 2014, regarding an Interlocal Agreement between the Wyandotte Downtown Development Authority (“DDA”) and the Wyandotte Brownfield Redevelopment Authority (“WBRDA”), and hereby concurs with the recommendation therein to approve the Agreement and authorizes the Chairperson and Director to execute said Agreement.**

**BE IT FURTHER RESOLVED that the DDA Director or her designee is directed to file the Agreement with the County Clerk and the Secretary of State of the State of Michigan as required by the Urban Cooperation Act, Public Act 7 of 1967, Extra Session, as amended. Motion by L. Stevenson, supported by P. Rose to approve of the interlocal agreement for the DDA. All in favor, motion carried.**

**Motion by L. Stevenson, supported by G. Lucas to support the MJC 3131 Biddle Avenue project. All in favor. Motion carried.**

- b. **Parking Lot:** Oak and First: L. Stevenson stated that the parking lot at Oak and First Street is in need of some reengineering regarding the trash issue. He stated the idea to have trash compactors on the site instead of the dumpsters, for many reasons, but the smell in the summer is a major concern.

**Motion by P. Rose, supported by G. Lucas to have N. Rankine look into the special assessment for the reconstruction of the Oak Street and First Street lot and addition of trash compactors in an amount not to exceed \$70,000.00. Roll call, Yes: Gilbert, Jarjosa, Walker, Slack, Lucas, Rose. Abstain: Stevenson**

- c. **Marina Update:** N. Rankine stated that P. Rose requested an update regarding the Marina. She stated that there is not a definite answer if the city will be following through with the project. P. Rose stated that he feels it would be a tremendous asset for the downtown and the city. N. Rankine will update the group at the next meeting if there are any changes.

**Motion by P. Rose, supported by G. Lucas to request information from the City Council regarding an update on the Marina Project for the City of Wyandotte. All in favor, motion carried.**

L. Stevenson commented on the property on Orchard and Biddle Avenue, he stated that it had a sold sign and was wondering if N. Rankine could investigate to see if the property owner has faulted on the DDA. N. Rankine stated she would look into the issue and will report back next month.

**NEXT REGULAR MEETING:**

April 8<sup>th</sup> 2014

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**ADJOURNMENT:**

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

Respectfully Submitted,

Heather Thiede, Recording Secretary