

OFFICIALS

Thomas Woodruff
CITY ASSESSOR

William R. Griggs
CITY CLERK

Todd M. Browning
TREASURER



COUNCIL

Sheri M. Sutherby-Fricke
Daniel E. Galeski
Tadeusz Miciura Jr.
Leonard T. Sabuda
Donald Schultz Jr.
Lawrence S. Stec

DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Minutes

Tuesday, August 11th, 2015 at 5:00 pm

Council Chambers, 3200 Biddle Avenue, Suite 300, Wyandotte Mi. 48192

MEMBERS PRESENT: Gerry Lucas, Rick DeSana, Patt Slack, Greg Gilbert, John Jarjosa and Anne Majlinger, Norm Walker, Mayor Joseph Peterson.

MEMBERS EXCUSED: Leo Stevenson

OTHER PRESENT: Gary & Mary Rushlow (Daybreak Salon), Dan Cataldo (WBA)

PERSONS IN THE AUDIENCE, PUBLIC COMMENT: None

APPROVAL OF MINUTES & AGENDA:

Motion by G. Lucas supported by N. Walker to approve the minutes from the last meeting. All in favor, motion carried.

Motion by G. Lucas, supported by G. Gilbert to approve the agenda for August 11th meeting. All in favor, motion carried.

INFORMATION TO RECEIVE & PLACE ON FILE:

- a. Beautification Commission meeting minutes
- b. DDA Grant Subcommittee meeting minutes

Motion by Mayor Peterson, supported by G. Gilbert to receive the minutes and place on file. All in favor, motion carried.

MONTHLY REVENUE/EXPENDITURE REPORT:

N. Rankine presented the monthly revenue and expenditure report.

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

ONGOING PROJECTS AND BUSINESS:

3200 Biddle Avenue • Wyandotte, Michigan 48192 • 734-324-7298 • Fax 734-324-7283 • email: nrankine@wyan.org • www.wvandotte.net

- a. WBA Updates: N. Rankine spoke about the WBA's Third Friday Wine Crawl coming up next weekend. The WBA submitted quarterly reports for payment.

Motion by Mayor Peterson supported by A. Mailinger to approve the monthly revenue and expenditure report. Roll Call, all in favor, motion carried.

- b. Design & Promotions Updates: Patt Slack spoke about hiring Matt Lee for promotions services. Lee is the consultant that the Art Fair Committee uses for television and radio promotions. Patt explained the process and spoke about the fees associated. Matt Lee would provide promotions for the October Third Friday for \$1,500.00 and \$1,500.00 for promotions of the Small Business Saturday event.

Motion by Mayor Peterson supported by G. Lucas to approve the expenditure for Matt Lee in the amount of \$1,500.00 to be paid from the miscellaneous account 499-200-926-790. Roll Call, all in favor, motion carried.

- c. Holiday Lighting: The Design & Promotions committee has finalized a holiday lighting plan and N. Rankine has sent the RFP out for bidding. Bids are due Monday, August 24th.
- d. Farmers Market updates: The 2015 Power of Produce program will end for the year on August 12th. Farmer John and Henry Ford Wyandotte Hospital (HFWH) will visit on August 27th. HFWH hospital will be offering taste testing at the market all day. The market will run weekly until October 1st. N. Rankine announced the passing of one of the Market's larger vendors, Laurie Mark's husband. As a result, Mark's Farm will be unable to participate in the market for the remainder of the year.
- e. Retail Consultant Meeting: L. Stevenson and N. Rankine had an online meeting with Dennis Maher of Buxton Consulting. The finance committee will meet and N. Rankine will be working on an RFP for the consulting and will be working with the futuring committee and Buxton to outline an RFP.

NEW BUSINESS:

- a. Grants: The board spoke about the grants applications received from Team H.D. Fitness and Daybreak Salon. The grant subcommittee is recommending that Team H.D. Fitness receive \$1,600.00 toward their project and Daybreak Salon receive \$5,000.00 toward their renovation.

Motion by Mayor Peterson supported by N. Walker to award Team H.D. Fitness a grant in the amount of \$1,600.00 upon completion of the project. Roll call, all in favor. Motion carried.

Motion by G. Gilbert supported by Mayor Peterson to award Daybreak Salon a grant in the amount of \$5,000.00 upon completion of the project. Roll call, all in favor with the exception of A. Mailinger who abstained from voting. Motion carried.

- b. N. Rankine spoke about the DDA District's newest businesses: Baba's Lebanese Bar & Grill located at 134 Maple, Biddle Blend located at 3203 Biddle Blend and Home Philosophy at 3111 Biddle Avenue. N. Rankine also noted that the ribbon cutting for Biddle Blend is scheduled for 4:00 pm on Third Friday, August 21st.

NEXT REGULAR MEETING: September 8th, 2015

ADJOURNMENT:

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

Respectfully Submitted,

Natalie Rankine