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DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Minutes
Tuesday, October 13th, 2015 at 5:30 pm
Council Chambers, 3200 Biddle Avenue, Suite 300, Wyandotte Mi. 48192

MEMBERS PRESENT: Gerry Lucas, Patt Slack, Greg Gilbert, Rick DeSana, John Jarjosa Norm Walker and Leo Stevenson

MEMBERS EXCUSED: Mayor Peterson, Anne Majlinger

OTHER PRESENT: John Darin – Wyandotte Beautification Commission

PERSONS IN THE AUDIENCE, PUBLIC COMMENT:

John Darin, Chairperson for Wyandotte Beautification Commission spoke to the board regarding the Adopt A Spot Program. He also reported on their spending for the year and additional projects. G. Gilbert commented on the DDA budget, and recommended the commission to make a wish list for the DDA to review on the chance there are additional funds available. L. Stevenson stated those additional funds go in to the fund balance at the end of the year. The board discussed.

Vanessa owner of Glow Fish spoke on maintaining the tree box in front of her business. She commented that the trees are in need of being trimmed and will need to be replaced sometime soon. She recommends planning in the budget for tree replacement.

APPROVAL OF MINUTES & AGENDA:

Motion by G. Lucas supported by N. Walker to approve the minutes from the last meeting and agenda for the October 13th 2015 meeting. All in favor, motion carried.

INFORMATION TO RECEIVE & PLACE ON FILE:

- a. Beautification Commission meeting minutes

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

MONTHLY REVENUE/EXPENDITURE REPORT:

P. Slack presented the monthly revenue and expenditure report and G. Gilbert commented on the \$40,000 left over in the budget. He stated that he feels the DDA needs a better balance and that if groups like the Beautification Commission have projects that the DDA could fund he would support that. The group discussed. G. Gilbert asked about the \$518.86 from Fund Balance to Purple Heart Account.

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Motion by G. Lucas supported by R. DeSana to approve the monthly revenue and expenditure report and move \$518.86 from the Fund Balance to Purple Heart Account. Roll Call, all in favor, motion carried.

ONGOING PROJECTS AND BUSINESS:

- a. Holiday Decorations: P. Slack stated the contract was approved by City Council so the company is moving forward.
- b. Oct. Third Friday: P. Slack stated that it is coming along and Matt Lee will be doing the media for the WBA for the event. Channel 2 promoted the event and his participation with the WBA has been wonderful. The next event he will promote will be the Small Business Saturday. L. Stevenson stated he felt the September Third Friday was very successful this year.
- c. Marina Project: L. Stevenson updated the group on the progress of the marina and gave some history about the project. Met with a contractor that made a commitment to build the marina within the cost budgeted. The committee was able to source two operators that agreed to operate the marina at no cost and consulted with a professional on the marketing of the marina. The DDA did a survey about nine months ago to gather information on if the marina would be used; the details received showed 98% individuals who responded would use the marina multiple times. He stated the marina would add to the many reasons why Wyandotte is so popular and a destination. The marina committee will make a recommendation to city council to accept the grant from the DNR and L. Stevenson would like to ask for a motion from the DDA for the city council to make a motion to accept the grant money from the DNR at the November 2nd council meeting.

The committee respectfully recommends to the Mayor and City Council that the Michigan Department of Resources Waterways grant be accepted and the set aside TIFA funds be utilized to build a marina as outlined in the February 4th 2009 Transient Marina study and that city of Wyandotte immediately begin the process of obtaining official bids for the engineering drawings and construction of the marina. The committee also recommends a separate committee be formed to oversee the bid, construction, selection of ongoing marina operator and marketing phase of the marina. Motion by L. Stevenson, supported by G. Lucas, all in favor, Motion carried.

NEW BUSINESS:

- a. Hiring of a new DDA Director: P. Slack stated they are hiring a new DDA Director and after the interview process they will report to the group the findings.
- b. Grants: G. Gilbert stated that Alvi's has been being worked on for two years now and not completed, L. Stevenson stated that he is working on the project and is close to completion.

Motion by G. Gilbert, supported by G. Lucas to roll over \$29,000 in grants not yet paid from the 2015 fiscal year to 2016 . Roll call, all in favor, motion carried.

NEXT REGULAR MEETING: November 10th, 2015

ADJOURNMENT:

Motion by G. Gilbert, supported by N. Walker to adjourn the September DDA meeting. All in favor, motion carried.

Respectfully Submitted,

Heather Thiede, Recording Secretary