

OFFICIALS

Thomas Woodruff
CITY ASSESSOR

Lawrence S. Stec
CITY CLERK

Todd M. Browning
TREASURER



COUNCIL

Sheri M. Sutherby-Fricke
Daniel E. Galeski
Tadeusz Miciura Jr.
Leonard T. Sabuda
Donald Schultz Jr.
Kevin VanBoxell

DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Minutes

Tuesday, February 9th, 2016 at 5:30 pm

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

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

MEMBERS EXCUSED: Mayor Peterson, Leo Stevenson

OTHERS PRESENT: DDA Director, Joseph Keller Gruber and Heather Thiede

PUBLIC COMMENT: None

APPROVAL OF MINUTES & AGENDA:

- a. Minutes from January 2016

Motion by A. Majlinger supported by G. Lucas to approve the minutes of the January regular DDA meeting and the agenda for February 8th 2016. All in favor, motion carried.

INFORMATION TO RECEIVE & PLACE ON FILE:

None

MONTHLY REVENUE/EXPENDITURE REPORT

- a. February Meeting Report

Motion by G. Lucas, supported by A. Majlinger to approve the February meeting reports. Roll Call, all in favor, motion carried.

ONGOING PROJECTS & BUSINESS:

- a. Christmas Light Wrap Up: P. Slack reviewed a few photos of the 2015 Christmas Light Decorations with the board and stated they will be working with the same company for 2016.
- b. DCA Lease: J. Gruber reported to the board that the DCA Lease was reviewed by council and not voted on until they received additional information on their budget. P. Slack stated she spoke at the meeting and three council members voiced they would like the rent raised for the DCA and that J. Gruber did meet with a L. Sabuda and Tammy from the DCA to review their budget and answered any questions council

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

might have had. She stated the DCA will be following up with the council to get the lease approved at the next meeting.

- c. WBA/DDA Contract: J. Gruber explained the changes to the contract for this year with the Special Events Coordinator to now receive reports from the WBA to then report to the DDA. P. Slack stated there will be a meeting Wednesday, February 9th at 5:30 pm at the DCA for the WBA Board to review the contract with the DDA members.

Motion by, G. Lucas supported by N. Walker, to approve the 2016 FY Wyandotte Business Association Contract with the Downtown Development Authority. Roll Call, all in favor, motion carried.

- d. Committees: J. Gruber reviewed the listing of committees and their members with the group and suggested that board members review the listing and report back at the next meeting if they would like to join any other committees. He then stated the board is in need of a treasurer, A. Majlinger volunteered for the position.

Motion by, P. Slack supported by G. Lucas to approve of Anne Majlinger to be the Treasurer of the Downtown Development Authority. All in favor, motion carried.

- e. DDA Master Plan – 2016: J. Gruber stated that he plans on updating the DDA Master Plan and will report back to the committee in the next few months for review.
- f. Marketing Update: H. Thiede updated the board on the marketing happenings since the last meeting, and the plans for promotion and marketing of the Farmers Market and other DDA projects.
- g. Marketing Expense: J. Gruber stated that with the cost of the guidebooks and Matt Lee’s contract, the marketing budget will run over and he will bring the needed budget amendment to the next meeting for review.

P. Slack gave a brief update on the progress of H. Thiede and J. Gruber since the last DDA meeting. The committee discussed. G. Gilbert asked J. Gruber to look into the water mapping system and if any location of the lead pipes for the residential and commercial area in the DDA District.

NEW BUSINESS: Meet and greet for Joe Keller Gruber after the DDA Meeting at Captain’s Bar.

NEXT REGULAR MEETING: March 8th 2016

ADJOURNMENT:

Motion by N. Walker, supported by A. Majlinger to adjourn the DDA meeting at 6 pm. All in favor, motion carried.

Respectfully Submitted,

Heather Thiede, Deputy Recording Secretary