

Downtown Development Authority
Meeting Minutes * Tuesday, September 13th 2016
Council Chambers, 3200 Biddle Avenue, Suite 300
Wyandotte, Michigan 48192

MEMBERS PRESENT: John Jarjosa, Anne Majlinger, Norm Walker, Patt Slack, Greg Gilbert, Rick DeSana, Mikelle Vargas

MEMBERS EXCUSED: Mayor Peterson

OTHERS PRESENT: Joe Keller Gruber, DDA Director & Heather Thiede, Special Events Coordinator & Vanessa Moorse from Glow Fish

PUBLIC COMMENT: V. Moorse from Glow Fish stated she met with a few other businesses to put together a separate event that focuses on retail businesses on October 1st from 12 - 3 pm and wanted to invite the DDA to assist in getting the word out and invite any businesses that want to join in to contact her. The committee discussed. P. Slack suggested she meet with the WBA and ask if they would like to participate in the event and meet with the Promotions Committee of the DDA to discuss the next event and future retail themed events.

APPROVAL OF MINUTES & AGENDA:

- a. Minutes from August meeting and agenda for September 13th 2016

Motion by G. Gilbert, supported by N. Walker to approve the minutes from the August regular meeting and agenda for September 13th 2016. All in favor, motion carried.

INFORMATION TO RECEIVE & PLACE ON FILE:

Beautification Commission Meeting Min. - August 2016

Motion by G. Gilbert, supported by N. Waker to receive and place items on file. All in favor, motion carried.

MONTHLY REVENUE/EXPENDITURE REPORT

Motion by L. Stevenson, supported by A. Majlinger to approve the August meeting report. Roll Call, all in favor, motion carried.

ONGOING PROJECTS & BUSINESS:

- a. **Viaduct Project Update:** H. Thiede stated that she will be working on the project to beautify the viaduct area with murals and artwork that represents the city and the downtown. Her plan is to incorporate staples of the city, such as the waterfront, the Wyandotte Street Art Fair and shopping downtown. She would like to work with a graphic designer to create the final design but will forward along her plans to the board shortly for their review. The committee discussed.
- b. **Pizzo Development:** J. Gruber discussed the project with the committee, he stated he will have a better idea of the details of the project in October and will report back then. P. Slack suggested J. Gruber send out the plans/drawings to the entire DDA board for their review and suggestions.
- c. **Bench Restoration:** J. Gruber reported that the bench restoration project is taking a bit longer than planned due to a set back at the company the benches are located but the first batch should be done by the end of the season.
- d. **Promotions Committee Update:** J. Gruber stated that the members of that committee are M. Vargas, A. Majlinger, P. Slack and H. Thiede and will be working out another contract with Matt Lee at Drumbeaters for 2017 fiscal year. P. Slack also stated to Vanessa from Glowfish that this committee would be the group to discuss the potential retail events.
- e. **DDA Funding Requests:**
 - a. **DCA:** Request for funding for new tables and chairs - \$5,001.22

Motion by L. Stevenson, supported by N. Walker to approve a payment of \$2,500 towards their request and for H. Thiede to work with the DCA to help raise the additional funds. Roll call, all in favor, motion carried.

- b. **Wyandotte Museum:** Request for funding for a new sign - \$2,660.00

Motion by L. Stevenson, supported by R. DeSana to approve a payment of \$1,330 towards their request for funding. Roll call, all in favor, motion carried.

NEW BUSINESS:

f. Downtown Dollars Funding requests:

- a. **DCA:** L. Stevenson spoke about the projects that the DCA were requesting the Downtown Dollars to be used on.

Motion by L. Stevenson, supported by N. Walker to approve Downtown Dollars for the DCA membership drive: \$2,000, for a painting party: \$1,200 and for use at their gift shop: \$1,300 for a total of \$4,500 and not to exceed that amount. Roll call, all in favor, motion carried.

- b. **Wyandotte Museums:** L. Stevenson spoke about the request to the committee.

Motion by L. Stevenson, supported by P. Slack to grant \$1,000 worth of Downtown Dollars to the Wyandotte Museums to be distributed to patrons during their open house events. Roll call, all in favor, motion carried.

- c. **HFWH Walking Club:** L. Stevenson spoke about the request to the committee. He stated that it was recommended that J. Gruber and H. Thiede work with HFWH to come up with a plan for the group to participate in the businesses downtown and then if the group was receptive, the request would be voted on.

- d. **Downtown Retailgating Event:** V. Moorse stated the details of the event she knew so far. P. Slack stated that the groups work with Joe Gruber and Heather Thiede to come back to the DDA with more information for support.

- e. **WRIF:** L. Stevenson stated he would like Downtown Dollars to be given away to each participant of the WRIF Run in November. The group discussed.

Motion by L. Stevenson, supported by N. Walker to give each participant of the WRIF Run a \$5 Downtown Dollar gift certificate. These certificates will be given to the WBA

to distribute before/during the event. Amount of dollars not to exceed \$15,000. Roll call, all in favor, motion carried.

- f. **New Belgium Brewing Company:** Bicycle Advocacy Grant: J. Gruber explained the project to the committee. They recommended to table it until review and approval of the Police and other departments.
- g. **Transportation Alternative Program Grants:** J. Gruber explained the grant to the committee and then stated that he would be tabling the subject for now.
- h. **Community Foundation for Southeast Michigan:** J. Gruber explained the letter to the committee.
- i. **DDA Office Relocation:** The committee discussed the office move to either 2624 Biddle Avenue or a downtown storefront for more of a Welcome Center. The group would like J.Gruber to work with H. Thiede on the move and will pursue potential downtown office space.
- j. **Wyandotte Beer Company:** Very cool! L. Steveson stated that the DDA to make a statement on outdoor cafes and seating.

Motion by L. Stevenson, supported by A. Majlinger that the Downtown Development Authority is 100% in favor of eating and outdoor seating downtown and for J. Gruber to write a letter with this resolution/support for current businesses and future businesses. All in favor, motion carried.

NEXT REGULAR MEETING: October 10th 2016

ADJOURNMENT: Meeting was adjourned.

Respectfully submitted:

Heather A. Thiede, Deputy Recording Secretary

