

City of Wyandotte, Michigan
Public Notice for Hybrid In-Person/Virtual Meeting of the
Downtown Development Authority
at Wyandotte City Council Chambers, 3200 Biddle Avenue
and via AUDIO-ONLY “Zoom” Scheduled for
5:30 PM on Tuesday, July 13th, 2021

The July 2021 Meeting of the **Downtown Development Authority (DDA)** of the City of Wyandotte will be held in-person with an option for virtual participation via “Zoom” audio-meeting platform.

The meeting is open to the public for both in-person and virtual participation. The agenda and related information can be accessed on the City of Wyandotte’s website here:

http://www.wyandotte.net/front_desk/agenda_and_minutes/downtown_development_authority.php

Access the electronic meeting by phone: Call: 888-475-4499

Use webinar ID: 992 636 8831 (wyandotte1)

Should you have any questions or would like to provide input on any business that will come before the public body at the meeting, please contact **Downtown Development Authority Director, Joe Gruber** at **(734) 324-7298** or via email jgruber@wyandottemi.gov

ELECTRONIC DOWNTOWN DEVELOPMENT AUTHORITY MEETING PARTICIPATION

- To help meeting flow and organization, all public comment otherwise known as citizens to be heard, will be taken at the beginning of the meeting and the end of the meeting as outlined on the agenda.
 - **Phone-in audience:** To make a public comment, press “*9” to signify your desire to speak when public comment is called for and you will be called upon in order by the City Clerk or his designee.

As required by the Americans with Disabilities Act of 1990, access to all programs, services and activities provided by the City of Wyandotte are available to individuals with disabilities with 48 hours’ notice. Individuals who believe they are in need of an accommodation should contact the **Downtown Development Authority Director, Joe Gruber** at **(734) 324-7298** or via email jgruber@wyandottemi.gov

OFFICIALS

Lawrence S. Stec
CITY CLERK

Todd M. Browning
CITY TREASURER

Theodore H. Galeski
CITY ASSESSOR



MAYOR PRO TEMPORE

Robert A. DeSana

COUNCIL

Robert Alderman
Chris Calvin
Megan Maini
Leonard T. Sabuda
Donald Schultz Jr.

**DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING AGENDA**

5:30 PM, Tuesday, July 13th, 2021

This hybrid Meeting will be held both in-person at Wyandotte City Council Chambers, 3200 Biddle Avenue and virtually using a Zoom Platform

- CALL TO ORDER
- ROLL CALL OF MEMBERS: Mayor Robert A. DeSana, Rick DeSana, John Jarjosa, Anne Majlinger, Bryan Kozinski, Patt Slack, Leo Stevenson, Scott Jordan, Norm Walker
- OTHERS PRESENT: Joe Gruber
- PERSONS IN THE AUDIENCE, PUBLIC COMMENT
- APPROVAL OF MINUTES & AGENDA
 - DDA Meeting Minutes: June 8th, 2021
- INFORMATION TO RECEIVE & PLACE ON FILE
- MONTHLY REVENUE/EXPENDITURE REPORT
 - June 30th, 2021
- ONGOING PROJECTS & BUSINESS
 - Former City Hall Redevelopment: 3131 Biddle Avenue
 - DDA Committee Meetings: FY 2021-2022 Budgets
- NEW PROJECTS & BUSINESS
- NEXT REGULAR MEETING: 5:30 PM, August 10th, 2021
- ADJOURNMENT:

Motion by _____, supported by _____ to adjourn the DDA meeting at _____.

**Downtown Development Authority
Meeting Minutes**

5:30 PM, June 8th, 2021

**FIRST ANNUAL PUBLIC INFORMATION MEETING AND
A REGULAR MEETING AGENDA**

Hybrid Meeting Held In-Person at City Council Chambers, 3200 Biddle Avenue and
Via the Zoom Audio-only Virtual Platform

MEMBERS PRESENT: Scott Jordan, Bryan Kozinski, Anne Majlinger, Patt Slack, Leo Stevenson,

MEMBERS EXCUSED: Mayor Rob DeSana, Rick DeSana, John Jarjosa, Norm Walker

OTHERS PRESENT: Joe Gruber, DDA Director

PUBLIC COMMENT: None present

APPROVAL OF MINUTES & AGENDA:

Minutes from May 2021 Meeting and Agenda for June 2021 Meeting

Motion by S. Jordan, Supported by L. Stevenson, to approve the Minutes from the May 2021 DDA meeting and the agenda for the June 2021 DDA meeting. All in favor, motion carried.

INFORMATION TO RECEIVE & PLACE ON FILE: None

MONTHLY REVENUE/EXPENDITURE REPORT

Monthly Revenue and Expenditure Reports: Period Ending May 31st, 2021

Motion by L. Stevenson, Supported by B. Kozinski, to accept and approve the Monthly Revenue and Expenditure Report for May 31st, 2021. Roll Call. All in Favor. Motion carried.

ONGOING PROJECTS & BUSINESS:

Director Gruber outlined the public informational meeting requirements of the State of Michigan's Public Act 57 of 2018. Director Gruber shared an informational report regarding the Downtown Development Authority's budget and activities conducted throughout the year. His informational meeting provided a detailed overview of DDA Administration and Staff; Downtown Corridor Maintenance and Improvements; Downtown Business Assistance and Stimulus Funds; Downtown Marketing, Promotions; and Miscellaneous Operations.

NEW PROJECTS & BUSINESS:

DDA Committee Meetings: FY 2021-2022: Director Gruber provided an overview of the upcoming budget process, citing that the DDA Finance and Grant Committee and the DDA Design and Promotions Committee would be meeting to provide priority projects for consideration in the upcoming Fiscal Year beginning October 1st, 2021 through September 30th, 2022. Director Gruber stated that he hoped to return to the DDA Board during the next regular meeting in July with a Draft budget to approve and send on to the City Council.

Grand Dad's Tent and Covered Patio: Director Gruber shared background regarding Grand Dad's Bar (located at 132 Sycamore Street) making attempts to improve the exterior aesthetic, function and features of their commercial storefront and outdoor café. Director Gruber shared two obstacles that the owners of Grand Dad's Bar have been facing.

First, in 2003, the former property owner and redeveloper installed outdoor patios and cafes along Sycamore Street in the City's public property and right-of-way by executing a Grant of License; any permanent alterations made in this right-of-way must be approved in conjunction with an amended grant of license. Second, the Design-Review Board voted down several proposals regarding changes to the exterior of the building due to a lack of uniformity in the proposed improvements.

The Board discussed a brief history of design and aesthetics in the Downtown District, an overview of the Design-Review Board, and the role the DDA plays in influencing public improvements, placemaking, planning, design strategies and decisions. B. Kozinski is the DDA's newly appointed member of the Design-Review Board in accordance with the local ordinance. Together, B. Kozinski and Director Gruber will approach the Design-Review Board with a recommendation to approve the overhead canopy and covered patio space.

Wyandotte Street Art Fair Social District Operations: Director Gruber highlighted some decisions that were just made at a recent Wyandotte Street Art Fair Committee Meeting, including the official decisions to not hold a large entertainment area with traditional beer tents. Director Gruber went on to explain that the Wyandotte Social District would remain active and service the public right-of-way and Art Fair footprint throughout the duration of the event. The Board discussed the excitement building around the Street Fair and the major potential the Social District could play in helping support the business community. The board discussed how the Social District Operations could be temporarily amended to maximize the positive outcomes for the business community during the Street Fair.

Motion by L. Stevenson, Supported by A. Majlinger., to (1) request Mayor and City Council to revoke Resolution 2021-124, rescinding the Moratorium on the Wyandotte Social District during the Wyandotte Street Art Fair from 11:00 AM, Monday, July 5th, 2021 through 8:00 PM on Saturday, July 10th, 2021, and (2) to request Mayor and City Council to grant an extension of the hours of operation of the Wyandotte Social District

during the Wyandotte Street Art Fair from 8:00 PM to 10:00 PM from Wednesday July 7th through Saturday, July 10th, 2021, and (3) to allocate \$5,000 from the DDA Existing Business Stimulus Fund to the Wyandotte Police Department for additional support during this extension if deemed necessary by the Chief of Police, Mayor and City Council upon review.

NEXT REGULAR MEETING: 5:30 PM, July 13th, 2021

ADJOURNMENT: 6:04 PM

Motion by A. Majlinger, supported by B. Kozinski, to adjourn the meeting. All in favor, motion carried.

Respectfully Submitted,

Joe Gruber, DDA Director

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 06/30/2021	ACTIVITY FOR MONTH 06/30/2021	AVAILABLE BALANCE	% BDGT USED
Fund 499 - DDA tax increment Finance Fund						
Revenues						
Dept 000 - Non-Departmental						
499-000-411-060	Taxes-TIFA Capture	550,412.00	552,073.42	0.00	(1,661.42)	100.30
499-000-411-062	TAXES-SMALL TAXPAYER LOSS	45,762.00	26,183.74	0.00	19,578.26	57.22
499-000-650-040	Misc Fees-Sale of Property	0.00	2,500.00	0.00	(2,500.00)	100.00
499-000-655-010	Interest Earnings	2,000.00	2,449.41	0.00	(449.41)	122.47
499-000-655-036	Misc Receipts-Fort Street Sign	1,500.00	230.00	40.00	1,270.00	15.33
499-000-655-040	Misc Revenue	0.00	5,000.00	(55,059.23)	(5,000.00)	100.00
Total Dept 000 - Non-Departmental		599,674.00	588,436.57	(55,019.23)	11,237.43	98.13
TOTAL REVENUES		599,674.00	588,436.57	(55,019.23)	11,237.43	98.13
Expenditures						
Dept 200 - General Government Administration						
499-200-725-110	Salary	47,570.00	35,207.68	3,732.80	12,362.32	74.01
499-200-725-115	Seasonal Salary-PT	12,840.00	9,061.79	1,612.14	3,778.21	70.57
499-200-725-140	Retirement contribution-DC	5,383.00	3,984.34	422.50	1,398.66	74.02
499-200-725-150	F.I.C.A.	4,621.00	2,832.21	350.63	1,788.79	61.29
499-200-725-160	Medical Insurance	22,532.00	18,408.96	1,748.32	4,123.04	81.70
499-200-725-165	Prescription Drug Coverage	2,308.00	44.60	2.62	2,263.40	1.93
499-200-725-166	Prescription Drug-Derived Premium	0.00	2,563.31	293.49	(2,563.31)	100.00
499-200-725-167	Retiree Health Care (RHS Plan)	1,300.00	950.00	100.00	350.00	73.08
499-200-725-170	Life Insurance	156.00	133.11	14.79	22.89	85.33
499-200-725-175	L.T.D.	140.00	103.61	10.98	36.39	74.01
499-200-850-520	Viaduct Maintenance	17,000.00	8,747.90	2,018.75	8,252.10	51.46
499-200-850-522	Christmas	40,000.00	39,900.00	0.00	100.00	99.75
499-200-850-533	Millennium Plaza	3,000.00	3,000.00	0.00	0.00	100.00
499-200-850-538	Streetscape Project	38,840.00	38,840.00	0.00	0.00	100.00
499-200-850-539	Beautification Commission	8,000.00	7,359.89	5,536.71	640.11	92.00
499-200-850-542	Fort St Sign/Fountain/Purple Heart	10,000.00	4,991.27	1,505.59	5,008.73	49.91
499-200-925-797	3rd Friday/Downtown Event Promotions	30,000.00	12,500.00	0.00	17,500.00	41.67
499-200-925-801	Business Assistance Program	644,040.00	313,130.27	100,000.00	330,909.73	48.62
499-200-925-802	Farmers Market	14,000.00	14,658.05	776.92	(658.05)	104.70
499-200-925-804	Marketing	9,000.00	7,889.50	(1,000.00)	1,110.50	87.66
499-200-925-807	EXISTING BUSINESS STIMULUS	11,000.00	710.00	0.00	10,290.00	6.45
499-200-925-808	Arrowhead Pavilion	650.00	0.00	0.00	650.00	0.00
499-200-926-110	Administrative Reimbursement (101)	85,000.00	85,000.00	0.00	0.00	100.00
499-200-926-114	Operating Expenses	2,000.00	1,657.00	0.00	343.00	82.85
499-200-926-610	Streetscape Maintenance	2,000.00	1,762.14	96.33	237.86	88.11
499-200-926-790	Miscellaneous	2,000.00	1,642.80	0.00	357.20	82.14
Total Dept 200 - General Government Administration		1,013,380.00	615,078.43	117,222.57	398,301.57	60.70
TOTAL EXPENDITURES		1,013,380.00	615,078.43	117,222.57	398,301.57	60.70
Fund 499 - DDA tax increment Finance Fund:						
TOTAL REVENUES		599,674.00	588,436.57	(55,019.23)	11,237.43	98.13
TOTAL EXPENDITURES		1,013,380.00	615,078.43	117,222.57	398,301.57	60.70
NET OF REVENUES & EXPENDITURES		(413,706.00)	(26,641.86)	(172,241.80)	(387,064.14)	6.44