

Meeting Minutes
Tuesday, February 13th 2018 at 5:30 pm
Council Chambers, 3200 Biddle Avenue, Suite 300, Wyandotte Mi. 48192

MEMBERS PRESENT: Patt Slack, Ann Majlinger, Vanessa Morse, John Jarjosa, Leo Stevenson

OTHER PRESENT: Heather Thiede

MEMBERS EXCUSED: Mayor Peterson, Rick DeSana, Norm Walker, Mikelle Vargas

PUBLIC COMMENT: None

APPROVAL OF MINUTES AND AGENDA:

Motion by A. Majlinger, supported by V. Morse to approve of the minutes from the previous meeting and agenda for the February meeting. All in favor, motion carried.

INFORMATION TO RECEIVE AND PLACE ON FILE:

None

MONTHLY REVENUE/EXPENDITURE REPORT:

Motion by L. Stevenson, supported by J. Jarjosa to approve of the January expense and revenue reports. Roll Call, all in favor. Motion carried.

ONGOING PROJECTS AND BUSINESS:

- a. DDA Director Hiring Dialog – L. Stevenson expressed to the committee that himself, T. Drysdale and P. Slack were the subcommittee who interviewed candidates who expressed interest in the DDA Director position. He explained the process and thoughts of the subcommittee and wanted to bring the ideas to the full board for their thoughts and suggestions. The thoughts were to either hire a Director, work with a Community Development Director that would work for the city as well as the DDA or contract out this activity as a whole. The committee discussed. L. Stevenson stated that they will be looking into this decision in the future and will have updates for the board in the next two to four months.
- b. NYE Reports – H. Thiede gave an update on the 2017 NYE event, their activities, success and expense and revenue. The committee discussed.
- c. Grant Application – H. Thiede expressed that Merrill Lynch was the only grant from last year that resubmitted to the board.
- d. Budget Amendment – H. Thiede requested a budget amendment per a request from J. Gruber prior to his leaving the DDA position.

Motion by L. Stevenson, supported by P. Slack to request a budget amendment to increase the Third Friday expense account 499-200-925-797 in the amount of \$10,197 from the Misc. expense account 499-200-926-790. Roll call, all in favor. Motion carried.

- e. Invoices: H. Thiede presented a few invoices she needed clarification on the account to process them.

Motion by L. Stevenson, supported by A. Majlinger to pay the ASCAP invoice from the Misc. expense account. Roll call, all in favor. Motion carried.

Motion by L. Stevenson, supported by J. Jarjosa to pay the remainder of the Holiday lights invoice from the Misc. expense account. Roll call, all in favor. Motion carried.

- f. Hiring Matt Lee for PR in 2018: H. Thiede stated that she would be working with M. Lee once again for promotions of the city and DDA activities. She will be working on an agreement that will incorporate the Wyandotte Museums, Wyandotte Third Fridays and other groups.
- g. Viaduct Project Update: J. Jarjosa spoke on artwork for the viaduct as well as turf to replace the flowers in the bed areas of the viaduct. The committee discussed the area and the importance of hiring a professional architect to develop a plan for the area.

NEW BUSINESS:

- a. Feb 21st Meeting of the Minds: P. Slack stated there will be a meeting of the minds for the DDA and city businesses on February 21st at 6 pm. This is an opportunity to create a feeling of unity and answer questions about the past and future events.

NEXT REGULAR MEETING:

March 13th 2018

ADJOURNMENT:

Motion by A. Majlinger supported by P. Slack to adjourn the January DDA meeting at 6:30 pm. All in favor, motion carried.

Respectfully Submitted,

Heather Thiede, Deputy Recording Secretary