

Downtown Development Authority
Meeting Minutes
5:30 PM, January 12th, 2021
A REGULAR MEETING OF THE DDA
Held via Zoom Audio-only Virtual Platform

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

MEMBERS EXCUSED: Mayor Pro Tempore Rob DeSana, John Jarjosa, Norm Walker

OTHERS PRESENT: Joe Gruber, DDA Director

PUBLIC COMMENT: None present

APPROVAL OF MINUTES & AGENDA:

Minutes from December 2020 Meeting and Agenda for January 2021 Meeting

Motion by S. Jordan, Supported by P. Slack, to approve the Minutes from the December DDA meeting and the agenda for the January DDA meeting. All in favor, motion carried. B Kozinski unable to vote due to technical issues with Zoom Audio-only Platform.

INFORMATION TO RECEIVE & PLACE ON FILE: None

MONTHLY REVENUE/EXPENDITURE REPORT

Monthly Revenue and Expenditure Reports: Period Ending December 31st, 2020

Motion by L. Stevenson, Supported by A. Majlinger, to accept and approve the Monthly Revenue and Expenditure Report for December 31st, 2020. Roll Call. All in Favor. Motion carried. B. Kozinski unable to vote due to technical issues with Zoom Audio-only Platform.

ONGOING PROJECTS & BUSINESS:

Viaduct Maintenance Contract 2021: Director Gruber recited a brief history of the recent 2020 bidding process and the strategy for bidding out a new contract and request for proposals for landscape and maintenance services on the Eureka Road Viaduct with a three-year renewal option. The bids are due and a bid-opening is scheduled for Monday, February 8th.

NEW BUSINESS:

2021 DDA Meeting Schedule: Director Gruber outlined the proposed meeting schedule, suggesting that the DDA should maintain its current and established meeting schedule on 5:30 PM of the second Tuesday of each month throughout 2021.

Motion by A. Majlinger, Supported by S. Jordan, to accept and approve the 2021 Downtown Development Authority Meeting Schedule. Roll Call. All in Favor. Motion carried. B. Kozinski unable to vote due to technical issues with Zoom Audio-only Platform.

Former City Hall Redevelopment – Rise Above Ventures: Director Gruber offered an overview of the Summary of Findings produced by Ron Thomas and Rise Above Ventures for the redevelopment of the Former City Hall building at 3131 Biddle Avenue. A. Majlinger and Chairwoman Slack both complimented the proposal, noting that it was a great project that meets the Downtown and Community Vision. Director Gruber explained that the project was smaller scale than he had hoped, but was still very pleased and excited about the proposal.

A. Majlinger inquired about the parking lot adjacent to the building and questioned how the properties are broken out. Director Gruber explained that 3131 Biddle is the building, 3149 Biddle is a gravel lot, and next to that is Parking Lot #4. B. Kozinski inquired about the timeline and questioned when the construction would start. Director Gruber cited page 11 of the Summary which states construction will begin late 2021 or early 2022.

Chairwoman Slack commented that this would be a great opportunity to start on the alleyway and capital improvements plan that the DDA has proposed. The Board discussed the proposed use including retail, residential and hospitality components. Director Gruber explained the concept of “flex units” that would allow for short-term or long-term stay options for tenants and visitors, as opposed to a full-fledged boutique hotel. Director Gruber concluded that each of the DDA Committees will be engaged in the coming months once Rise Above Ventures is authorized to move forward with his proposal to start the negotiation phase.

2021 Downtown Event Sponsorship Packet: Director Gruber provided a detailed overview of the WOW 360 Downtown Event Sponsorship Package and the DDA Promotion’s Committee’s findings and recommendations regarding the sponsorship package. Director Gruber highlighted the DDA’s 30-day opt-out provision.

A. Majlinger stated that the proposal was fair and expressed support for the proposal on behalf of the DDA Promotion’s Committee so long as the DDA had its 30-day opt-out provision honored. Chairwoman Slack echoed a sentiment of support, stating that this sponsorship package reflects a long-term vision of the DDA to support, promote, and sponsor events as opposed to host and execute Downtown events as was done by the Wyandotte Business Association in years past. Director Gruber explained the Promotions Committee Recommendation: to simplify the DDA and WOW 360 relationship to a sheer sponsorship agreement; to sponsor all the events, with a slight reduction of sponsorship level for four events from \$2,500/event to \$1,250/event; and a slight reduction on sponsorship level for the Rockin’ NYE Event from \$8,500 to \$7,500. This DDA Promotion’s counter proposal will result in \$30,000 total annual sponsorships for 12 events in Downtown Wyandotte hosted by WOW 360 in 2021.

L. Stevenson inquired about other event proposals in Wyandotte questioning whether we could partner with other organizations or support any other events Downtown. Director Gruber explained that the DDA can partner with any other event organization that we choose, and that other 3rd party and private event companies must follow the same protocol. Director Gruber stated that the only caveat is that the incoming events would not be able to utilize public property that is already being used by WOW 360 for their approved events. L. Stevenson inquired about the expenditure report questioning the current payments made to date, which Director Gruber explained reflect events that happened in late 2020 calendar year which falls into this 2021 DDA fiscal year. L. Stevenson inquired about the COVID-19 cancellation possibilities and what happens with our sponsorship amounts. Director Gruber recounted the event cancellation and event sponsorship challenges that WOW 360 and the DDA faced in 2020 due to COVID-19. He continued to explain that he and WOW 360 would have to remain diligent, practice foresight and stay informed regarding the projections of COVID cases, deaths, and the State mandates that may affect Downtown events.

Motion by L. Stevenson, Supported by B. Kozinski, to concur with the DDA Promotion's Committee Recommendation and to accept and approve the 2021 Downtown Event Sponsorship Packet proposed by WOW 360 contingent on the following three items; that the DDA's 30-day opt-out provision be honored; that the DDA will reduce four specific events from \$2,500 to \$1,250; and that the DDA will reduce the Rockin' NYE Sponsorship from \$8,500 to \$7,500. Roll Call. All in Favor. Motion carried. B. Kozinski unable to vote due to technical issues with Zoom Audio-only Platform.

NEXT REGULAR MEETING: 5:30 PM, February 9th, 2021

Regular Meeting

ADJOURNMENT: 6:01 PM

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

Respectfully Submitted,

Joe Gruber, DDA Director