

Downtown Development Authority
Meeting Minutes
5:30 PM, Tuesday, June 11th, 2019
Council Chambers, 3200 Biddle Avenue, Suite 300
Wyandotte, Michigan 48192

MEMBERS PRESENT: Rick DeSana, John Jarjosa, Scott Jordan, Brian Kozinski, Anne Majlinger, Patt Slack, Norm Walker

MEMBERS EXCUSED: Mayor Peterson, Leo Stevenson

OTHERS PRESENT: Joe Gruber, DDA Director

PUBLIC COMMENT:

APPROVAL OF MINUTES & AGENDA:

- a. Minutes from May 14, 2019

Motion by J. Jarjosa, supported by A. Majlinger to approve the minutes from the May regular meeting. All in favor, motion carried.

INFORMATION TO RECEIVE & PLACE ON FILE:

MONTHLY REVENUE/EXPENDITURE REPORT

- a. **Millennium Plaza (Clock Tower) Budget Amendment:** J Gruber made the recommendation to reclassify \$2,770.00 from the DDA Fund Balance into the Millennium Plaza (Clock Tower) Expenditure Account in order to account for the negative balance and to balance the budget.

Motion by P. Slack, supported by J. Jarjosa to reclassify \$2,770.00 from the DDA Fund Balance into the Millennium Plaza (Clock Tower) Expenditure Account #499-200-850-533. Roll Call. All in Favor, motion carried.

- b. **Monthly Revenue and Expenditure Report:** May 31, 2019

Motion by J. Jarjosa, supported by B. Kozinski to approve the Monthly Revenue and Expenditure Report. Roll Call. All in Favor, motion carried.

ONGOING PROJECTS & BUSINESS:

- a. **Board Disclosures and Commission Terms:** J. Gruber mentioned that several DDA Board Members have expired commissions at the end of this month and that several other DDA Board Members still have not submitted their disclosure forms to the City. J. Gruber agreed to follow-up with each member individually offline again.

NEW BUSINESS:

DDA Grant Committee: W. Suites and Lofts Downtown Grant Application was received on April 30, 2019 and was reviewed by the DDA Grant Committee on June 11, 2019. J. Gruber outlined the

application details and project components. The grant request was for \$180,000, or 6% of total project cost of approximately \$2,900,000 worth of proposed eligible costs for a commercial retail buildout of a new mixed-used facility, with an additional \$12,000,000 of proposed development costs for the remaining residential portions (\$15,000,000 total). The grant is only for the commercial retail portion. Jason and Amanda D'Herin were in attendance at the meeting to answer all DDA Board questions regarding the project specifications and grant. The Board discussed the exciting project and the tremendous benefit the project would have on Downtown Wyandotte.

Motion by N. Walker, supported by J. Jarjosa to approve the Downtown Grant Application for W Suites & Lofts Project in the amount of \$180,000.00 contingent on the successful completion of the project and adherence to all Downtown Grant Program guidelines. Roll Call. All in Favor, motion carried.

DDA Finance Committee: The DDA Finance Committee met on June 11, 2019. J. Gruber outlined his recommended budget and offered some additional insight to the expenditures. He suggested keeping expenses as low as possible in light of future developments, and in order to support large-scale developments like the W Suites & Lofts Project that was just awarded, the DDA must be mindful of annual spending. P. Slack agreed, and suggested the DDA Design and Promotions Committees meet to discuss their respective desired projects so that they can budget accordingly.

Motion by P. Slack, supported by A. Majlinger to approve the proposed 2019-2020 Budget and to schedule additional DDA committee meetings to determine and proposed additional future budget needs. Roll Call. All in Favor, motion carried.

NEXT REGULAR MEETING: July 9th, 2019

ADJOURNMENT:

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

Respectfully Submitted,

Joe Gruber, DDA Director