

SHAWN MACDONELL, Chairperson
LINDA JUNOD, Secretary
PATRICIA ODETTE, Mayor
PETER CHRISTOFF, Board Member
CARRIE COX, Board Member
CODY GIBSON, Board Member
AL PETRI, Board Member
PHILIP BATTEN, Board Member
MATTHEW SMITH, Board Member
STEPHEN PENTE, Board Member
JOSH SMITH, Board Member
JEFF HARRIS, Board Member



J.P. CACCIAGLIA, DDA Director
DOWNTOWN DEVELOPMENT AUTHORITY
CITY OF WOODHAVEN
21869 West Road
Woodhaven, MI 48183
Phone: (734) 675-4959
Fax: (734) 675-4927
www.woodhavenmi.org

CITY OF WOODHAVEN
DOWNTOWN DEVELOPMENT AUTHORITY
May 18 2023, 2023 AT 10:00AM

1. Call Meeting to Order
2. Roll Call
3. Approval of Consent Calendar
 - a. Approval of Agenda
 - b. Approval of DDA Meeting Minutes March 14th, 2023
 - c. Approval of Invoices
 - d. Financial Reports
4. Approval of Service Drive Paving
5. Approval of Fireworks Contract
6. Update on Projects
7. Adjournment

CITY OF WOODHAVEN
COUNTY OF WAYNE, STATE OF MICHIGAN
DOWNTOWN DEVELOPMENT AUTHORITY MEETING OF MARCH, 14 2023

Regular Downtown Development Authority Meeting of March 14, 2023, held at Woodhaven City Hall, 21869 West Road, Woodhaven, Michigan. Shawn MacDonell, Chairperson, called the meeting to order at 8:00 a.m.

PRESENT: Shawn MacDonell, Al Petri, Al Petri & Sons Bicycling & Fitness, Matthew Smith, Sneaky's Sports Bar & Grill, Linda Junod, Resident, Jeff Harris, City Administrator, Peter Christoff, Christoff's Family Restaurant,

ABSENT: Mayor Patricia Odette, Stephen Pente, Comerica Bank, Joshua Smith, Resident, Carrie Cox, The Hair Culture Studio 3, Philip Batten, Beyond Juicery & Eatery Cody Gibson, Chick-Fil-A

ALSO PRESENT: Kristie Keene, Clerk, J. P. Cacciaglia, DDA & Economic Development Director

Moved by Mathew Smith, seconded by Junod to approve the Consent Calendar

- A. Approval of DDA Agenda for March 14, 2023.
- B. Approval of DDA Meeting minutes November 15, 2023.
- C. Approval of Invoices \$237,549.37.
- D. Financial Reports

MOTION CARRIED.

Moved by Petri, seconded by Junod, to approve the redevelopment of Christoff's Restaurant and Parcel.
MOTION CARRIED.

Meeting adjourned at 8:18 a.m.

Shawn MacDonell, Chairperson

Ms. Kristie Keene, Clerk

GL Report
CITY OF WOODHAVEN

Balances as of 04/30/2023

GL Number	Description	Prev Bal	DR Activity	CR Activity	Balance
248-000-001.000	CHECKING	1,141,276.79	9,398.12	38,134.71	1,112,540.20
248-000-016.975	INVESTMENTS - DDA	1,117,162.31	983.21	0.00	1,118,145.52
248-000-017.210	US GOVERNMENT MONEY MKT	353,493.19	913.06	0.00	354,406.25
	Total:	2,611,932.29	11,294.39	38,134.71	2,585,091.97

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
Dept 729 DDA OPERATING EXPENDITURE							
248-729-725.155	03/01/23	MADISON NATIONAL LIFE INS CO.,	POLICY #17927 LONG TERM DISABILITY	3/1/23	03/07/23	41.46	19689
248-729-725.155	03/01/23	MADISON NATIONAL LIFE INS CO.,	POLICY #17920 SHORT TERM DISABILITY	3/1/23	03/07/23	4.40	19689
248-729-725.155	03/01/23	SECURIAN LIFE INSURANCE COMPAN	LIFE INSURANCE PREMIUMS POLICY # 70	3/1/23	03/07/23	17.75	19698
248-729-725.155	03/13/23	MADISON NATIONAL LIFE INS CO.,	POLICY #17927 LONG TERM DISABILITY	4/1/23	04/04/23	41.45	19819
248-729-725.155	03/01/23	MADISON NATIONAL LIFE INS CO.,	POLICY #17920 SHORT TERM DISABILITY	4/1/23	04/04/23	4.00	19819
248-729-725.155	03/20/23	PART D ADVISORS, INC	DEPENDENT ELIGIBILITY VERIFICATION	12226	04/04/23	53.67	19826
248-729-725.155	03/01/23	SECURIAN LIFE INSURANCE COMPAN	LIFE INSURANCE PREMIUMS POLICY # 70	3/1/23	04/04/23	17.75	19831
248-729-727.000	02/15/23	AMAZON.COM	SHARPIES	113-6327193-7622	03/07/23	12.00	19660
248-729-727.000	03/02/23	GRIMCO INC	SIGN MATERIAL	30152625-01	03/21/23	8.82	19750
248-729-727.000	03/14/23	GRIMCO INC	SIGN MATERIAL	30152625-02	03/21/23	8.82	19750
248-729-727.000	03/14/23	AMAZON.COM	PENS / OFFICE SUPPLIES	111-0729966-2753	04/04/23	30.97	19788
248-729-727.000	03/29/23	GRIMCO INC	SIGN MATERIAL	30301817-01	04/18/23	61.47	19877
248-729-805.525	01/18/23	DETROIT FREE PRESS	NEWS PAPER SUB	JAN2023	03/07/23	11.99	19660
248-729-805.525	02/01/23	INTRNTL COUNCIL OF SHOPPING C	CONFERENCE AND EDUCATION CLASS REGI	ORD-241818-L7F2Y	03/07/23	795.00	19660
248-729-882.000	03/15/23	GROSSE ILE LAWN SPRINKLER, INC	HOLIDAY LIGHT DISPLAY - 2023	79333	03/21/23	900.00	19751
248-729-921.000	03/13/23	CONSTELLATION NEWENERGY - GAS	FEBRUARY BILLING - 1/24/23 - 2/22/2	3702532	04/04/23	35.82	19799
248-729-961.975	02/20/23	CARROT PASS, LLC	APP FOR RAILROAD	1426	04/18/23	2,080.00	19849
248-729-961.975	02/13/23	CARROT PASS, LLC	APP PAYMENT 2	1426-2	04/18/23	2,080.00	19857
Total For Dept 729 DDA OPERATING EXPENDITURE						6,205.37	
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY						6,205.37	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
		Fund Totals:					
			Fund 248 DOWNTOWN DEVELOPMENT AUTHORI			6,205.37	
			Total For All Funds:			<u>6,205.37</u>	

PATRICIA A. ODETTE, Mayor
JANET SIKES, Council Member
JC MOCZYDLOSKY, Council Member
DARREL PENIX, Council Member
PRESTON ABADIE, Council Member
DON BELCHER, Council Member
ROBERT TOTH, Council Member



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To: DDA Board Members
From: JP Cacciaglia
Date: May 15th, 2023
Re: Firework Contract

Board Members I would ask for approval to Sign the Fireworks contract for the Sam Jam fireworks show with Wolverine Fireworks. The cost of the show this year is \$18,750 which provides the same show as last year and is a DDA Budgeted amount.

WOODHAVEN, MICHIGAN

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Wolverine FIREWORKS Display, Inc.

205 West Seidlers Rd. • Kawkawlin, MI 48631
Phone: 989.662.0121 • Fax: 989.662.0122

Visit us at www.wolverinefireworks.com

Contract Agreement

This Contract will engage the services of Wolverine Fireworks Display Inc. as vendor and display operator.

This agreement, between **City of Woodhaven**, herein after called "Sponsor" and Wolverine Fireworks Display Inc., 205 W Seidlers Rd., Kawkawlin, MI., Hereinafter called "Professional", is as follows.

The Sponsor and Professional, for mutual consideration hereinafter set forth, agree as follows:

- A: Professional agrees to provide Sponsor with correct amount, size and description of Fireworks as specified in proposal submitted to Sponsor **5/2/23**.
- B: Professional will provide Sponsor with Labor for the **July 7, 2023** Fireworks Display at **Detroit Truck Stop Gravel Yard, West Rd. and I-75**.
- C: Rain Date **July 8, 2023**.
- D: Professional agrees to provide Sponsor with Liability Insurance in the amount of **\$10,000,000.00**. All individuals/entities listed on the certificate of insurance will be deemed an additional insured per this contract.
- E: Sponsor agrees that in case of inclement weather or any other circumstances not caused solely by Professional, Sponsor will be charged maximum fixed costs in the amount of **\$6,250.00** per day and not for the unused Fireworks Package if display is cancelled *after* 5:00 p.m. the day before the display whether display *is or is not* rescheduled. If display is cancelled *prior* to 5:00 p.m. the day before the display and *is* rescheduled, Sponsor will be charged a minimum administration fee of **\$100.00**.
- F: Sponsor agrees to pay Professional a deposit of **\$6,250.00 upon signing of contract, no later than 60 days prior to display date**. If display is cancelled and not rescheduled by sponsor after deposit is paid but prior to 30 days before the display, Sponsor will forfeit 25% of deposit. If less than 30 days prior to display, Sponsor will forfeit 100% of deposit.
- G: Sponsor agrees to pay balance of **\$18,750.00 (including applicable sales tax)** within **10** days after show date of **July 7, 2023**.
- H: Sponsor agrees to indemnify, hold harmless, and defend Professional from and against any and all suits, claims, damages, liabilities, losses, expenses, and costs, including attorney fees (collectively "loss"), except to the extent such loss was caused by Professional's sole negligence.
- I: Sponsor agrees to procure and furnish a suitable place to display the fireworks in accordance with the NFPA 1123, and to secure all police, fire, and local and state permits, to arrange for any security bonds as required by law and to furnish all necessary and proper police and fire protection for the protection of Sponsor, the public, individuals who work in or around the display, for proper crowd control, vehicle parking and proper supervision. Sponsor further agrees to provide all necessary and proper discharge site security.
- J: If Professional, in its sole determination, is unable to supply the size and type of fireworks proposed due to supply chain issues, Professional will substitute with fireworks of equal monetary value, in its sole discretion, if possible. If no such supply is available, Professional will refund Sponsor any deposit paid and this agreement will be cancelled without penalty to Professional or Sponsor.

Sponsor

Jennifer Campau

Professional

PATRICIA A. ODETTE, Mayor
JANET SIKES, Council Member
JC MOCZYDLOSKY, Council Member
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To: DDA Board Members
From: JP Cacciaglia
Date: May 15th, 2023
Re: Service Drive Paving Work

Board Members I would ask for approval to piggy back on the City of Woodhaven paving bid to spend \$100,000 in paving repairs along the Allen Road service drive. By using the City of Woodhaven Bid for pricing and contractor "G.V. Cement" to do this paving will allow us to obtain a better quantity price. The service drive is over 30 years old in some sections and the paving surface is failing. This will be a full reconstruct in sections and will need to take place over the next few years.

I am asking the DDA approve \$100,000 for this project and monies will come from the Project Line item in the DDA Budget.

WOODHAVEN, MICHIGAN

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