



MEETING OF THE WESTLAND DOWNTOWN DEVELOPMENT AUTHORITY
City of Westland
Meeting Minutes
Thursday, September 28, 2023

Members Present: Kelly, Brown, Cabildo, Freese, Murray, Saab, Londeau

Members Excused: Rea, Scott

Also Present: Aubrey Merhib, Director of Economic Development

Kayla Cobetto, Business Retention and Expansion Coordinator

Brendan Schroder, Economic Development Administration

DeLano Hornbuckle, City Council Member

The meeting was called to order at 8:06 a.m. by Chairman Robert Kelly.

A motion was made by Freese and supported by Cabildo to approve the minutes from the regular meeting held on August 24th, 2023.

Brown and Saab abstained.

Motion carried.

A motion was made by Saab and supported by Cabildo to approve the payments of the vouchers in the amount of \$36,126.05

CoStar Realty	\$528.02
Gooseworks	\$962.50
Gooseworks	\$962.50
Highland Landscaping	\$4,500.00
Highland Landscaping	\$5,448.00
Highland Landscaping	\$648.00
Highland Landscaping	\$325.00
Highland Landscaping	\$2,428.00
The Retail Coach	\$6,250.00
TruGreen	\$369.02
Brendan Schroder	\$261.19
City of Westland	\$16,928.02
City of Westland	(\$5,216.76)

SME	\$1,993.75
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Motion carried unanimously.

A motion was made by Saab and supported by Murray to approve funding for Community Excellence Award giveaway items in the amount of \$2,638.92; with 50% to be reimbursed by Sinclair Recreation, LLC.

Motion carried unanimously.

A motion was made by Murray and supported by Londeau to approve the façade grant application from Westland Family Dining in the amount of not to exceed \$19,230.00

Brown, Murray, Saab, and Londeau voted “aye”.

Cabildo voted “nay”.

Freese abstained.

Motion carried.

Training Discussion: Schroder debriefed the board on takeaways from the 2023 MEDA Economic Development Basic Course.

Director Comments: Merhib invited the board to the State of the City on Wednesday, October 4th, the Chamber’s Connections and Cocktails event on Wednesday, October 11th, and the Board Fair & Recognition Day on Thursday, October 12th. She also debriefed the Board on retail recruitment efforts with the Retail Coach, and mobile data reports for several big events within the district.

Cobetto informed the board about new business developments in the DDA district.

Citizen Comments: None

Board Member Comments: Cabildo expressed concern over the approval of the replacement of flat roofs as part of the Façade Improvement Grant Program.

A motion was made by Saab and supported by Murray to adjourn at 8:51 a.m.

Motion carried unanimously.