

OFFICIALS

Theodore H. Galeski
CITY ASSESSOR

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Robert Alderman
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Kelly M. Stec
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**DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING AGENDA**

5:30 PM, Tuesday, January 13th, 2026

Meeting in-person at Wyandotte City Council Chambers, 3200 Biddle Avenue

- ROLL CALL OF MEMBERS: Mayor Robert A. DeSana, Scott Jordan, Anne Majlinger, Andy Morsello, Jerad Rushlow, Patt Slack, Leah Stefanski, Leo Stevenson, Ron Thomas
- OTHERS PRESENT: Joe Gruber, DDA Director
- PERSONS IN THE AUDIENCE, PUBLIC COMMENT
- APPROVAL OF MINUTES & AGENDA: Minutes from the December 9th, 2025
- INFORMATION TO RECEIVE & PLACE ON FILE: None
- MONTHLY REVENUE/EXPENDITURE REPORT: Period Ending December 31st, 2025
- ONGOING PROJECTS & BUSINESS
 - Downtown Infrastructure Project Financial Report
- NEW PROJECTS & BUSINESS:
- NEXT REGULAR MEETING: 5:30 PM, February 10th, 2026
- ADJOURNMENT:

Motion by _____, supported by _____ to adjourn the DDA meeting at _____.

Downtown Development Authority
Regular Meeting and Annual Public Information Meeting Minutes
5:30 PM, Tuesday, December 9th, 2025
Meeting Held In-Person at City Council Chambers, 3200 Biddle Avenue

This meeting served as the second of two annual public information meetings held by the DDA, during which the general public will be afforded the ability to learn more about the activities, expenses, projects and programs of the Wyandotte DDA.

MEMBERS PRESENT: Mayor Rob DeSana, Scott Jordan, Andy Morsello, Leah Stefanski, Ron Thomas, Anne Majlinger

MEMBERS EXCUSED: Rick DeSana, Patt Slack, Leo Stevenson

OTHERS PRESENT: Joe Gruber, DDA Director; Rebecca Pilon, Audio Entertainment

PUBLIC COMMENT: Jane Rasmussen (20 Chestnut, Unit 707) expressed appreciation for the DDA's progress in 2025, noting improvements to alleyways, parking lots, and sidewalks. She praised the removal of brick pavers and installation of aggregate concrete, making downtown more walkable and attractive. She looks forward to continued progress in 2026.

APPROVAL OF MINUTES & AGENDA: Minutes from the November 11, 2025 meeting and the agenda for December 9, 2025.

Motion by L. Stefanski, Supported by A. Majlinger to approve the Minutes and Agenda. All in favor, motion carried.

INFORMATION TO RECEIVE & PLACE ON FILE: Annual Budget and Public Information Report for FY 2025–2026.

Motion by A. Majlinger, Supported by R. Thomas to receive and place on file. All in favor, motion carried.

MONTHLY REVENUE/EXPENDITURE REPORT: Periods Ending September 30, 2025 and November 30, 2025.

Motion by S. Jordan, Supported by A. Inger to approve both reports. Roll Call: All in Favor. Motion carried.

ONGOING PROJECTS & BUSINESS:

Downtown Infrastructure Project (DIP): Project is substantially complete. Construction paused for winter; final closeout and punch list items will resume in spring. Discussion emphasized maintenance, illegal dumping mitigation, and alleyway upkeep.

NEW PROJECTS & BUSINESS:

Sunday Socials 2026 Proposal and Downtown Movie Nights 2026 Proposal: Rebecca Pilon of Audial Entertainment presented a proposal for the 2026 season (May 31–Sept 27, Sundays 2–6 PM at Theater Square). Previous budget: \$36,000 annually. Proposed budget: \$57,000 (increase due to higher-quality entertainment, additional programming, and infrastructure needs). Michigan Legacy Credit Union expected to continue sponsorship (~\$16,000). Audial Entertainment is proposing an additional 8 movie nights (including one double feature) at \$2,400 per event (\$19,200 total). The Board discussed the financial obligations of the DDA and the outstanding balance of infrastructure payments owed. Due to the time and complexity of arranging Sunday Socials vs. Downtown Movie Nights, the Board agreed to allocate funding to Sunday Socials to ensure it can be planned and executed accordingly, but will table consideration of Downtown Movie Nights until January.

Motion by S. Jordan, Supported by A. Inger to approve \$36,000 for Sunday Socials with commitment to seek additional funding and sponsorships; table Downtown Movie Night proposal until January. Roll Call: All in Favor. Motion carried.

ANNUAL PUBLIC INFORMATION REPORT: Director Gruber presented the FY 2025–2026 Budget Overview which is attached hereto and incorporated into the meeting minutes.

NEXT REGULAR MEETING:
5:30 PM, Tuesday, January 13, 2026

Motion by R. Thomas, Supported by L. Stefanski to adjourn the meeting. All in favor, motion carried.

ADJOURNMENT:
7:05 PM

Respectfully Submitted,
Joseph K. Gruber
Executive Director and Secretary

CITY OF WYANDOTTE
DOWNTOWN DEVELOPMENT AUTHORITY
2025-2026 Annual Budget and Public Information Report

REVENUE ACCOUNT Number	Revenue Budget PROJECTED
499-000-411-060 - Taxes-TIFA Capture	\$ 1,025,698.00
499-000-411-062 - Taxes-Small Payer Tax Loss	\$ 35,000.00
499-000-655-010 - Interest Earnings	\$ 30,000.00
499-000-655-040 - Misc. Revenue	\$ 15,000.00
499-000-655-036 - Fort Street Sign Revenue	\$ 500.00
	\$ 1,106,198.00
EXPENSE ACCOUNT Number	Expense Budget PROJECTED
499-200-725-110 - Salary	\$ 75,692.81
499-200-725-115 - Salary - PT	\$ 40,540.00
499-200-725-140 - Retirement Contribution - DC	\$ 8,195.36
499-200-725-150 - F.I.C.A. - SS & Medicare	\$ 7,415.42
499-200-725-160 - Medical Insurance	\$ 30,578.65
499-200-725-165 - Prescription Drug Coverage	\$ 3,167.62
499-200-725-167 - Retiree Health Care (RHS Plan)	\$ 1,300.00
499-200-725-170 - Life Insurance	\$ 168.00
499-200-725-175 - LTD	\$ 213.08
499-200-850-520 - Viaduct	\$ 38,000.00
499-200-850-522 - Christmas Lights	\$ 44,379.72
499-200-850-533 - Millenium Plaza	\$ 695.00
499-200-850-538 - Streetscape	\$ 2,167.97
499-200-850-539 - Beautification	\$ 15,000.00
499-200-850-542 - Fort Street Sign/Fountain/Purple Heart	\$ 7,000.00
499-200-850-575 - Downtown Infrastructure Project (TAP)	\$ 570,000.00
499-200-925-801 - Business Assistance Programs	\$ 50,000.00
499-200-925-802 - Farmers Market	\$ 36,000.00
499-200-925-804 - Marketing	\$ 50,000.00
499-200-925-807 - Existing Business Stimulus	\$ 16,000.00
499-200-926-110 - Administrative Reimbursement	\$ 85,000.00
499-200-926-114 - Operating Expenses	\$ 6,670.00
499-200-926-610 - Streetscape Maintenance	\$ 60,000.00
499-200-926-612 - Bond Interest Payments	\$ 517,350.00
499-200-926-790 - Miscellaneous	\$ 2,000.00
	\$ 1,667,533.63
CATEGORIES	
(1) Administration, Staff and Legal	\$ 252,270.94
(2) Infrastructure Maintenance and Improvements	\$ 1,254,592.69
(3) Business Assistance and Stimulus Funds	\$ 66,000.00
(4) Marketing Promotions and Misc. Operations	\$ 94,670.00
	\$ 1,667,533.63

Administration, Staff and Legal

\$252,270.94

Executive Director: The DDA Director is responsible for the development, execution, implementation and documentation of all Downtown Development Authority (DDA) operations and activities. The Director administers budgets, coordinates meetings and works with other City departments and Board of Directors in determining overall development objectives, action plans and other department activities. The Director consistently promotes the Downtown through various public relations and marketing initiatives, events and programs; works cooperatively and effectively with existing and new businesses, property owners and prospective developers; helps facilitate economic development incentives for real estate development projects; identifies and seeks out additional revenue sources for the DDA. This is a full-time position, with the following benefits. As of August 2023, the DDA Director was promoted to take on additional responsibilities as the City’s Community and Economic Development Director. Therefore, a portion of the below listed salary will be reimbursed to the DDA from an administrative and operational fund account from either the City’s General Fund or the TIFA/BRA/EDC.

Seasonal/Part Time: The Downtown Development Authority Support Staff shall be responsible for associated tasks as assigned by the DDA Director. The DDA employs two Downtown Maintenance persons responsible for seasonal landscaping, gardening and streetscape maintenance of the Downtown Streetscape, Pocket Parks, Monuments and Memorials. The DDA Director is also pursuing the hiring of a new Downtown Planning and Projects Manager;

499-200-725-110 - Salary	\$75,692.81
499-200-725-115 - Salary - PT	\$40,540.00
499-200-725-140 - Retirement Contribution - DC	\$8,195.36
499-200-725-150 - F.I.C.A. - SS & Medicare	\$7,415.42
499-200-725-160 - Medical Insurance	\$30,578.65
499-200-725-165 - Prescription Drug Coverage	\$3,167.62
499-200-725-167 - Retiree Health Care (RHS Plan)	\$1,300.00
499-200-725-170 - Life Insurance	\$168.00
499-200-725-175 - LTD	\$213.08

Administrative Reimbursement: The DDA utilizes City of Wyandotte Staff and interdepartmental Services as critical support to implement projects, programs, administer contracts and enhance the activities of the Department. This includes Finance, accounting, Assessing, Clerk, Municipal Services, Public Services (snow removal, trash removal), and Building and Engineering.

499-200-926-110 – Administrative Reimbursement	\$85,000.00
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Infrastructure Maintenance and Improvements

\$1,254,592.69

The Downtown Development Authority is responsible for regular maintenance, landscaping and beautification of the Downtown District in order to create a clean, safe and vibrant community in which businesses, residents and economic development can flourish. The DDA’s Infrastructure Maintenance and Improvements budget is outlined and described in detail below.

Eureka Road Viaduct: The Eureka Road Viaduct is considered the Gateway into Downtown Wyandotte. Since 2016, The City of Wyandotte has conducted several rounds of public bidding and requests for proposals for the Eureka Road Maintenance Contract. The DDA has contracted with P&P Landscaping for seasonal maintenance services and landscaping projects at the Eureka Road Viaduct since 2019. They have done a very satisfactory job and consistently demonstrated to be the best value low bidder. The DDA will again pursue a contract renewal for seasonal landscaping and maintenance in FY25-26 in the amount of \$38,000 which includes an annual fall clean-up, an annual spring clean-up, weekly summer maintenance services, and miscellaneous replacement plantings and installations to replace dead or blighted overgrowth.

499-200-850-520 – Eureka Road Viaduct Maintenance	\$38,000.00
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Christmas Lights: Downtown Wyandotte has been beautifully decorated with holiday lighting throughout the streetscape and corridors for many years, and the Downtown Development Authority is excited to carry this wonderful tradition forward for many more years. Grosse Ile Lawn and Sprinkler is contracted under a six-year (2021-2026) Downtown Holiday Lighting Contract starting at \$41,000 for the 2021 Holiday Season with a 2% annual rate increase. The DDA is working with Grosse Ile Lawn and Sprinkler for Christmas Lights in 2025 (FY25-26) in the amount of \$44,379.72. The final year of extension will be 2026 (FY26-27) in the amount of \$45,268.

499-200-850-522 – Christmas Lights	\$44,379.72
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Millennium Plaza: The Downtown Clock Tower was built in 2000 in celebration of the new Millennium. The Millennium Plaza construction contract from 1999 was approximately \$64,075 with the Verdin Company of Cincinnati, Ohio, whose company has regularly serviced the Downtown Clock Tower ever since. Between January and July of 2017, the Downtown Clock Tower malfunctioned several times and its mechanisms had failed to the point of needing major repairs and modernization. In 2018, the city conducted two major repairs totaling \$38,587. This reconstruction came with a 10-year warranty (expires 2028) and a 3-year maintenance contract (expired June 30, 2021). The DDA contracts with Verdin Company on an annual basis for routine maintenance that includes one annual site visit and service.

499-200-850-522 – Millennium Plaza (Clocktower)	\$695.00
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Streetscape: The DDA is still paying off debt from the original streetscape improvements made along Biddle Avenue throughout Downtown Wyandotte from the 1990’s, which will be finally paid off this FY25-26 in the amount \$2,168.00.

499-200-850-538 – Streetscape Project	\$2,167.97
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Beautification: the DDA budgets annual expenses for Wyandotte’s Beautification Commission for annual flower plantings and landscaping throughout Downtown Wyandotte.

499-200-850-539 – Beautification Commission	\$15,000.00
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Fort Street Sign/Fountain/Purple Heart: the DDA pays for the routine maintenance, repairs, and operating expenses for several features including the Fort Street Eureka Road electronic sign, the Biddle Avenue Eureka Road Fountain, Purple Heart Memorial, and 1st and Elm Theatre Lot. This includes landscaping, watering, electrical and broadband services at each site.

499-200-850-542	\$7,000.00
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Downtown Infrastructure Project: The DDA is undertaking a very significant Capital Improvements and Downtown Infrastructure Project (DIP). The majority of work was completed by October 2025 through a \$8.7M construction contract with Anglin Civil and approximately \$1.6M worth of design, engineering, and construction management contracts with Spalding DeDecker and Associates. The DDA has budgeted \$517,350 for debt service on the \$6.5M DDA Revenue Bonds sold for the DIP in 2024. In Fy25-26, the DDA is moving onto the WalkSafe Wyandotte streetscape improvement project through the SEMCOG Transportation Alternative Program (TAP) grant of \$1.2M. Through this federally funded program, the MDOT is responsible for contract management and administration, and awarded their pre-approved contractor, Audia Construction for approximately \$1,338,477.04. The DDA is responsible for a 20% match of participating items, 100% of nonparticipating items, design, construction engineering, and project management. The DDA has contracted with Spalding DeDecker and Associates for a WalkSafe Wyandotte Construction Engineering contract in \$192,058. In addition, there are up to \$401,543.11 worth of projected match and additional contingency budgeted for the WalkSafe Wyandotte Project.

499-200-850-575 – Downtown Infrastructure Project (WalkSafe)	\$570,000.00
499-200-926-612 – Bond Interest Payments	\$517,350.00

Streetscape Maintenance: The DDA maintains a budget for supplies, tools and equipment to be utilized by the Downtown Maintenance crew needed to conduct annual landscape and maintenance for Downtown flowers and the Downtown streetscape. The DDA also contracts with P&P Landscaping for special projects and new plantings throughout the Downtown Streetscape, Pocket Parks, Monuments and Memorials. The DDA contracts with Corporate Mall Services who provides janitorial and waste management services, removing trash, power washing sidewalks and dumpster enclosures, and support with maintaining the Wyandotte Social District. The DDA will also be pursuing a general services contract(s) with firms to provide more regular power washing, landscaping, and maintenance throughout Downtown in 2026.

499-200-926-610 – Streetscape Maintenance	\$60,000.00
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Business Assistance and Stimulus Funds

The Downtown Development Authority is responsible for supporting and promoting economic growth, business recruitment, business retention, business incubation and development. The DDA implements several programs to foster growth and development.

Business Assistance Program: The DDA administers grants for exterior building improvements and interior business improvements for new and expanding businesses. This is a competitive program with eligible activities. The program has been dormant since 2021.

499-200-925-801 – Business Assistance Program	\$50,000.00
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Existing Business Stimulus: This program was created to help support existing businesses with operations, marketing and promotions in order to increase the number of visitors and patrons in Downtown through events and special projects. These funds are used to support organizations like Shop the Dotte LLC who conducts annual events and business support initiatives.

499-200-925-807 – Existing Business Stimulus Fund	\$16,000.00
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Marketing, Promotions and Misc. Operations

The Downtown Development Authority is responsible for marketing and promoting a vibrant Downtown district. The DDA sponsors annual programs and activities that encourage public participation and incentivize Downtown shopping, dining, and entertainment.

Sunday Socials and Downtown Movie Nights: Sunday Socials is the name of the DDA’s free weekly music series and outdoor entertainment program that takes place during the summer months through a contract with Audial Entertainment, a musical production and entertainment company based in Wyandotte, Michigan. Audial Entertainment also expanded their services to provide the DDA’s first Downtown Movie Nights in 2025. These will programs will continue in FY25-26.

499-200-925-802 – Sunday Socials	\$36,000.00
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Marketing: The DDA utilizes several multimedia firms to promote Downtown activities, events and programs. The DDA participates in the City-wide contract with Community Publishing to create, print, and distribute the quarterly Welcome to Wyandotte magazines in the amount of \$8,000. The DDA conducts destination and place-based marketing campaigns to help support business development, recreation, tourism and economic development by utilizing a number of different service providers; Happy Monday Co., Gratz Life, and MetroDetroit.

499-200-925-804 – Marketing	\$50,000.00
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Operating Expenses: The operating expense budget account is used for equipment, technology, memberships and other supportive measures to help the Department.

499-200-926-114 – Operating Expenses	\$6,670.00
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Miscellaneous: The DDA often has miscellaneous expenses.

499-200-926-790 – Miscellaneous Expenses	\$2,000.00
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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 12/31/2025	ACTIVITY FOR MONTH 12/31/2025	AVAILABLE BALANCE	% BDGT USED
Fund 499 - DDA tax increment Finance Fund						
Revenues						
Dept 000 - Non-Departmental						
499-000-411-060	Taxes-TIFA Capture	1,025,698.00	0.00	0.00	1,025,698.00	0.00
499-000-411-062	TAXES-SMALL TAXPAYER LOSS	35,000.00	46,666.81	0.00	(11,666.81)	133.33
499-000-655-010	Interest Earnings	30,000.00	17,187.39	0.00	12,812.61	57.29
499-000-655-036	Misc Receipts-Fort Street Sign	500.00	540.00	90.00	(40.00)	108.00
499-000-655-040	Misc Revenue	15,000.00	250.00	250.00	14,750.00	1.67
Total Dept 000 - Non-Departmental		1,106,198.00	64,644.20	340.00	1,041,553.80	5.84
TOTAL REVENUES		1,106,198.00	64,644.20	340.00	1,041,553.80	5.84
Expenditures						
Dept 200 - General Government Administration						
499-200-725-110	Salary	75,692.81	19,930.40	8,541.60	55,762.41	26.33
499-200-725-115	Seasonal Salary-PT	40,540.00	2,338.00	0.00	38,202.00	5.77
499-200-725-140	Retirement contribution-DC	8,195.36	1,993.04	854.16	6,202.32	24.32
499-200-725-150	F.I.C.A.	7,415.42	1,471.16	573.37	5,944.26	19.84
499-200-725-160	Medical Insurance	30,578.65	6,537.04	2,092.60	24,041.61	21.38
499-200-725-165	Prescription Drug Coverage	3,167.62	0.00	0.00	3,167.62	0.00
499-200-725-166	Prescription Drug-Derived Premium	0.00	837.64	282.06	(837.64)	100.00
499-200-725-167	Retiree Health Care (RHS Plan)	1,300.00	350.00	150.00	950.00	26.92
499-200-725-170	Life Insurance	168.00	42.00	14.00	126.00	25.00
499-200-725-175	L.T.D.	213.08	51.80	22.20	161.28	24.31
499-200-850-520	Viaduct Maintenance	38,000.00	5,328.57	5,328.57	32,671.43	14.02
499-200-850-522	Christmas	44,379.72	46,241.75	0.00	(1,862.03)	104.20
499-200-850-533	Millennium Plaza	695.00	695.00	695.00	0.00	100.00
499-200-850-538	Streetscape Project	2,167.97	0.00	0.00	2,167.97	0.00
499-200-850-539	Beautification Commission	15,000.00	6,301.40	316.10	8,698.60	42.01
499-200-850-542	Fort St Sign/Fountain/Purple Heart	7,000.00	1,864.98	240.72	5,135.02	26.64
499-200-850-575	Downtown Infrastructure Project	570,000.00	354,342.54	322,759.01	215,657.46	62.17
499-200-925-801	Business Assistance Program	50,000.00	0.00	0.00	50,000.00	0.00
499-200-925-802	Farmers Market	36,000.00	0.00	0.00	36,000.00	0.00
499-200-925-804	Marketing	50,000.00	5,432.35	2,737.90	44,567.65	10.86
499-200-925-807	EXISTING BUSINESS STIMULUS	16,000.00	0.00	0.00	16,000.00	0.00
499-200-926-110	Administrative Reimbursement (101)	85,000.00	85,000.00	0.00	0.00	100.00
499-200-926-114	Operating Expenses	6,670.00	493.52	469.84	6,176.48	7.40
499-200-926-610	Streetscape Maintenance	60,000.00	4,857.12	4,857.12	55,142.88	8.10
499-200-926-611	Bond Principal Payments	0.00	240,000.00	0.00	(240,000.00)	100.00
499-200-926-612	Bond Interest Payments	517,350.00	141,675.00	0.00	375,675.00	27.38
499-200-926-790	Miscellaneous	2,000.00	55.00	55.00	1,945.00	2.75
Total Dept 200 - General Government Administration		1,667,533.63	925,838.31	349,989.25	741,695.32	55.52
TOTAL EXPENDITURES		1,667,533.63	925,838.31	349,989.25	741,695.32	55.52
Fund 499 - DDA tax increment Finance Fund:						
TOTAL REVENUES		1,106,198.00	64,644.20	340.00	1,041,553.80	5.84
TOTAL EXPENDITURES		1,667,533.63	925,838.31	349,989.25	741,695.32	55.52
NET OF REVENUES & EXPENDITURES		(561,335.63)	(861,194.11)	(349,649.25)	299,858.48	153.42

2021-2025 FINANCIAL REPORT

Downtown Infrastructure Project (DIP)

WalkSafe Wyandotte Sidewalk Project

SOFT COSTS: design, architecture, construction engineering, etc.

Wade Trim FY21-23	\$	70,798.07
Spalding DeDecker DIP FY22-25	\$	1,574,773.50
Spalding DeDecker WalkSafe FY23-25	\$	113,654.50
Spalding DeDecker FY25-26 projected remaining	\$	\$199,094.71

TOTAL SOFT COSTS = \$1,958,320.78

HARD COSTS: construction, equipment, supplies, bond issuance, etc.

Anglin Civil FY23-25	\$	8,836,774.05
Electrical Expenses FY23-25	\$	658,857.87
Bonding FY23-25	\$	119,713.05
WalkSafe FY24-25	\$	110,580.00
Anglin Civil FY25-26 projected remaining	\$	325,314.26
WalkSafe FY25-26 projected remaining	\$	401,543.11

TOTAL HARD COSTS = \$10,452,782.34

TOTAL COSTS = \$12,411,103.12 *

SOURCES	REVENUES
SEMCOG Planning Grant	\$ 26,192.00
CFSEM: RWJF Grant	\$ 50,000.00
MEDC RAP 1.0 Grant	\$ 1,000,000.00
Wayne County ARPA Grant	\$ 3,950,000.00
DDA Bond	\$ 6,500,000.00
Reimbursements	\$ 537,232.66

TOTAL REVENUES = \$12,063,424.66 *

***NOTES:**

- Neither the total WalkSafe Sidewalk project contract expenses (~\$1.33M), nor the SEMCOG TAP grant award revenues (~\$1.24M) are listed, as these numbers will not be reflected on our actual accounts and
- Reimbursement revenues are not immediate, and may be subject to change.
- The DDA has not received final anticipated reimbursement requests from the Wyandotte Municipal Services Electric Department for electrical components and final hard costs. We do not have accurate projections for this (*rough estimate provided is \$500,000*).
- We have a punch-list of misc. items need to be finished, generally minor, will impact final total costs.
- Increased Tax Increment Revenues, Increased interest earnings on investments, and prudent annual DDA spending over the DIP project lifetime has sustained a healthy fund balance overtime.
- FY 20-21 Actual Starting DDA Fund Balance = \$919,639.50
- FY 25-26 Projected Estimated Ending DDA Fund Balance = \$1,200,000.00