



CITY OF WALLED LAKE
DOWNTOWN DEVELOPMENT AUTHORITY
TUESDAY, FEBRUARY 14, 2017

The Meeting was called to order at 4:00 p.m.

ROLL CALL: Ackley, Allen, Ambrose, Blair, Easter, Lublin, Maurer,
Marshall, Wlodarczyk

ABSENT: Shuman

There being a quorum present, the meeting was declared in session.

OTHERS PRESENT: Executive Director Whitt, DDA Deputy Managing Director
Rodgers, Finance Director Coogan, Council Member Robertson,
Council Member Owsinek, Council Member Helke

REQUESTS FOR AGENDA CHANGES:

APPROVAL OF MINUTES:

**DDA 02-01-17 APPROVAL OF THE MINUTES FROM THE JANUARY 10,
2017 MEETING**

Motion by Ackley, supported by Blair: **CARRIED UNANIMOUSLY:** To approve the minutes from the January 10, 2017.

AUDIENCE PARTICIPATION:

Gabe Costanzo – 185 Bluffton - said he is following up about Parks and Recreation and get a timeline down. He said that at council city council, there was discussion moving the market day from end of August and tie it in with the fireworks event. He explained that Parks and Recreation has some concerns about getting applications out to market day vendors.

Dennis Burks – 206 Spring Park – Mr. Burks began his diatribe by raising a specter of impropriety by questioning whether any DDA money had been spent on something or in an area other than the DDA area. Chairman Ambrose assured Mr. Burke the answer was, “No!” Mr. Burks continued by answering his own questions as to who was the executive director of the DDA. Mr. Burks said, “We know its Whitt.” Chairman Ambrose responded with the question of why Mr. Burks asked the question if he knew the answer. Mr. Burks said, “I like to see you squirm.”

Mr. Burks also stated that he knew the city manager did not live in the city limits and further stated the city manager was not listed on the members’ list. Mr. Burks asked if the DDA had any “alternative [sic] members yet” for the DDA. Mr. Burks said there are applications for various

just one application for a board or whatever but there is nothing saying the City is looking for any board alternative for anything of the City of Walled Lake, the DDA, anything. Mr. Burks stated to the Chairman, "Thank you, you were more than useless."

During Mr. Burks's diatribe Chairman Ambrose stated that Mr. Burks had three minutes to talk to the board, that it was not a question answer session and that DDA board was not going to listen to Mr. Burks' derogatory comments any further.

Kenneth Kolke – 179 Spring Park – said to his understanding the DDA is about to make an announcement about Mr. Maher's project and about the permits that were pulled for that project. Mr. Kolke said he had documentation right out of the City's own ordinance code about the period of validation. He said Mr. Maher's building permit was based on passing the variance. Mr. Kolke said, as it states in writing, the relief grant by the ZBA should be valid for no longer than 6 months. Mr. Kolke said, "We are on the seventh month." Mr. Kolke then said upon so the grant of relief shall be deemed void.

Kyle Shammoy - 1270 S. Commerce – he said he wants to be part of city events and participate in the parade. He said anyway he can do and help he would like to contribute.

I. UNFINISHED BUSINESS:

A. Budget Discussion for 2018

Deputy Managing Director Rodgers discussed the DDA and budget and the projected amount for 2016 and 2017 of what the DDA will be capturing this year. She said at the end of 2017 the DDA will have \$1.6 million in the budget. She explained the forecast for 2019 the DDA will have an estimated amount around \$2 million in the ending fund balance.

Executive Director Whitt said since there have been misunderstandings in the past the DDA showed in the last audit what is in the bank and the rest is forecast. He said based on the trend the DDA will be doing better than it has in years. He said the DDA will have the money to do real downtown developments. He said the DDA has been saving money for a few years. He said the hope is the DDA will spend the money for some repairs that will affect DDA businesses downtown.

Finance Director Coogan said any capital projects the DDA can approve later and then amend the budget. This is the operational budget.

DDA 02-02-17 APPROVAL OF THE 2017 – 2018 FORECASTED BUDGET FOR DOWNTOWN DEVELOPMENT AUTHORITY

Motion by Easter, supported by Blair: CARRIED UNANIMOUSLY: To approve the 2017-2018 forecasted budget for Downtown Development Authority.

B. Discussion – Downtown Infrastructure Repair & Street Design

Finance Director Coogan said previously the board discussed the collapsing downtown stormwater system and since then another drain has caved in. She explained the combined proposal from the city engineer and planner is \$22,000. She said that would be just for the study and to come up with a plan to repair it. She explained once the study was complete the consultants would have a better idea of what the repairs would cost. She said the \$22,000 is to get you a definition of the problem for the downtown area only.

Chairman Ambrose said the city should look at the whole system. He explained that the DDA and city should develop a master plan of a schedule of what can be done.

Finance Director Coogan said she will talk with the consultant engineer about expanding the scope of work for the entire stormwater system. She explained the city is in the process of installing a Geographical Information System (GIS) system that takes the age of the pipes, location of turn on and off, where the catch basins are located and the material of the pipes. She said it is all put into an electronic map.

DDA Board Member Easter asked if the GIS system had a preventive maintenance side that associates costs layer by layer.

**Allen arrived 4:21 p.m.*

**DDA 02-03-17 APPROVAL OF THE CONSULTANT ENGINEER AND PLANNER
PROPOSAL FOR THE STORMWATER AND INFRASTRUCTURE
STUDY FOR DOWNTOWN AND INCLUDE THE ADDITIONAL
COST FOR THE WHOLE STORMWATER SYSTEM AND MAKE
THE BUDGET AMENDMENT FOR THIS YEAR**

Motion by Ackley, supported by Lublin: CARRIED UNANIMOUSLY: To approve the consultant engineer and planner proposal for the stormwater and infrastructure study for downtown and include the additional cost for the whole stormwater system and make the budget amendment for this year.

II. NEW BUSINESS:

A. Outdoor Donation boxes regulations

Executive Director Whitt said recently the donation boxes are becoming a problem and that there have been a few complaints locally. He said these boxes are popping up everywhere. He explained he has asked the City attorney to draft regulations for the City. He explained there was a recent story that hit nationally that a woman got trapped in one and passed away. He explained the boxes could be considered outdoor storage or structures. The boxes would be in violation to any site plan approvals. He said the donation boxes needs to be regulated.

DDA Board Member Marshal asked if the city can restrict the boxes all together. He said the city has Salvation Army and does not see the purpose to business having donation boxes. He said it is important to support local businesses, like Salvation Army.

OTHER BUSINESS:

A. Planning and Development Report

B. Executive Director Report

a. Walled Lake School Board – Community Ed Center Demo & Resale

Executive Director Whitt said the Walled Lake School Board is meeting in March to vote to demolish the Community Ed Center. He said it sits on 6.5 acres and their plan is to demo and sell the property. He said the school has bond money to demo the building. He said the board is relocating all the programs into the other schools. He said if the board gets the vote to demolish then they will put it up for sale. He said the city and DDA needs to look at how it impacts everyone. He said the City may want to consider rezoning that property. He said if they sell the land to a non-profit then it will remain off the tax roll. He said he prefers they market it and sell it as commercial.

b. Old Pepinos Lot for sale

Executive Director Whitt said Pepinos has recently put up a for sale sign on their property. He said it appears that they are doing well at their new location and is not coming back to the city.

c. Maher New Construction project permits have been pulled

Executive Director Whitt said Mr. Maher's project is consistent with pulling permits and they are authorized to move forward. He said Mr. Maher has been approved legally. He said Mr. Maher has met the minimum requirements to continue the process.

**d. Report on Commerce, Walled Lake, Wixom Trailway Purchase Closing –
Future Role of DDA**

Executive Director Whitt said the trail property has closed and officially belongs to Walled Lake. He said they are creating another level of government there. He explained people are already discussing putting a mileage to question. He said the DDA must decide if the board wants a role in the Trailway Management Council. He said the city will have to maintain the property. He explained City Council has to choose whether to be part of the Trailway Council and allow for another form of government to begin. He said the trail council can be dissolved by resolution of any community in which case the city would take possession and maintain it.

Finance Director Coogan said the Trailway Council is discussing engineering design bids that range from \$165,000 to \$468,000 that would include their vision of the depot station. She said as

of now the depot belongs to the Trailway Council unless a party dissolves from the council, then the depot would be the city's.

Mayor Ackley said that the money spent on the engineering design is to go out and get a grant. She explained that doesn't mean the Trailway Council will be approved for a grant and most times it is 50% match from the party to get the grant.

e. DM Motors Internet Car Sales

Executive Director Whitt said there have been many complaints over the last few months about the number of cars on the lot. He said it was proposed as internet car sales and now is a full car sales lot. He said they have not been following their site plan approval and have been cited.

f. Review DDA Ordinance C-330-17

Executive Director Whitt said that has been discussion for a while on the DDA ordinance. He said it has gone to council for first reading and the board can make amendments to the size of the DDA. He said nominations come from the Mayor by law and City Charter. He said the board can't make it bigger but can reduce the size of the DDA board. He said in the City Charter it states until the Mayor makes a nomination the current board member continues to serve even if their term is expired.

Chairman Ambrose said when the DDA was created the school board wanted to be part of the board. He said that agreement is no longer in existence. He said historically the board has had a good turn out when there were things to be discussed and decided on. He said people's attendance depended on what was on the agenda.

III. CORRESPONDENCE: None

IV. CONSIDERATION OF WARRANT:

DDA 02-04-17 APPROVAL OF THE WARRANT FOR JANUARY 2017

Motion by Lublin, supported by Wlodarczyk: CARRIED UNANIMOUSLY: To approve the warrant for January 2017

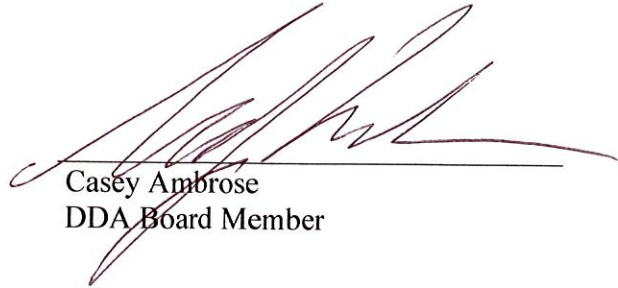
V. ADJOURNMENT:

DDA 02-05-17 ADJOURNMENT

Motion by Allen, seconded by Easter; CARRIED UNANIMOUSLY: To adjourn the meeting at 5:08 p.m.



Chelsea Rodgers
Deputy Managing Director



Casey Ambrose
DDA Board Member