



**CITY OF WALLED LAKE
DOWNTOWN DEVELOPMENT AUTHORITY
TUESDAY, FEBRUARY 8, 2022**

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

Pledge of Allegiance led by DDA Chairman Blair.

ROLL CALL: Ackley, Allen, Blair, Lublin, Millen, Mechigan,

ABSENT: Easter, Marshal, Smith, Shuman, Wlodarczyk,

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

OTHERS PRESENT: Finance Director Pesta, DDA Managing Director Jaquays, Chief Shakinas, Captain Kolke

REQUESTS FOR AGENDA CHANGES: NONE

APPROVAL OF THE MINUTES:

1. Regular DDA Meeting of January 11, 2022

DDA 2-01-22 APPROVAL OF THE MINUTES FROM THE JANUARY 11, 2022 MEETING

Motion by Millen, supported by Allen: CARRIED UNANIMOUSLY: To approve the minutes from the January 11, 2022 meeting.

CORRESPONDENCE: NONE

AUDIENCE PARTICIPATION: NONE

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

1. Downtown Development Authority (DDA) Statue, Ordinance, and Policies Presentation

DDA Chairman Blair explained Ms. Jaquays prepared a handout that includes information on the laws and statues that the DDA is governed by.

DDA Board Member Lublin asked for clarification on the handout.

DDA Chairman Blair said the DDA should have a big part in the development of the City, and he wanted to make sure all board members are on the same page as the DDA makes its mark on the City in a productive way.

DDA Executive Director Whitt said the prepared handout includes information on the state laws and local code of ordinances. Mr. Whitt said the state legislature amended the 1975 DDA act and became effective January 2019. Mr. Whitt said senate bill 393 that was passed is included in the handout as well as an overview analysis of that bill. Mr. Whitt said discussion regarding the DDA bylaws will be discussed at the next meeting.

EXECUTIVE DIRECTOR REPORT:

1. Decker Road Project Update

DDA Executive Director Whitt said the DDA has helped fund the sidewalk improvements along Decker Road.

DDA Board Member Millen asked what the DDA's fiscal year budget was?

Assistant City Manager Pesta explained that as of June 30th, the audited fund balance amount was \$1.3 million dollars. Ms. Pesta said the budget for this year is \$115,000 dollars.

DDA Board Member Millen asked if the DDA supplements any pay for staff?

DDA Executive Director Whitt said in years past, the DDA had a substantial staff that was then collapsed for financial reasons. Mr. Whitt said the City has been paying City staff to do DDA work. Mr. Whitt said as of right now and for several years, the City has been paying the salary of those who do DDA work.

DDA Board Member Millen said he notices that Ms. Jaquays does many hours for the DDA and that if the DDA is not paying its fair share, the DDA should supplement her income.

DDA Executive Director Whitt said Ms. Jaquays does many hours. Mr. Whitt said when Ms. Jaquays attends events she is on her own time or drawing a secretarial salary.

DDA 2-02- 22 MOTION TO AMEND THE DDA BUDGET TO SUPPLEMENT THE MANAGING DIRECTOR'S POSITION IN THE AMOUNT OF \$10,000 A YEAR

Motion by Millen, supported by Ackley

Discussion

DDA Board Member Lublin said there needs to be more discussion. Mr. Lublin said he does support paying staff and compensating employees fairly, the total package should be considered.

DDA Board Member Millen said if Ms. Jaquays is being compensated by the City to do DDA work, the DDA should be paying a portion of that.

DDA Board Member Lublin said there needs to be more conversation before a vote is taken.

DDA Board Member Millen asked what further information the board would like to discuss?

DDA Chairman Blair said the budget should be looked at.

DDA Board Member Allen said he would not like to see the DDA fall back into the distress it was in before.

DDA Executive Director Whitt said he appreciates what Mr. Millen is trying to do. Mr. Whitt said some adjustments will need to be made to retain trained staff and that discussion will be held at the next City Council meeting. Mr. Whitt said the CPI-W for last year was 5.9%. Mr. Whitt said the City Council cannot spend DDA money. Mr. Whitt said adjustments will need to be made to keep staff. Mr. Whitt said the alternative would be to hire a new managing director.

DDA Board Member Ackley said she does not have a problem supplementing out of the DDA budget when we are getting the service that we are paying for. Ms. Ackley said the City has the best, trained staff at City Hall that we have ever had. Ms. Ackley said she does not want to lose any of the office staff.

DDA Board Member Mechigian said we cannot afford to lose qualified and focused people.

DDA Board Member Lublin said supplementing income should be looked at as a whole package.

Roll Call Vote

Ayes (6) Ackley, Allen, Blair, Lublin, Millen, Mechigan,
Nays (0)
Absent (5) Easter, Marshal, Smith, Shuman, Wlodarczyk
Abstain (0)

2. Update on Mercer Beach Improvements, Phase I

Assistant City Manager Pesta explained the project will be improving the storm water system which includes relocating the pipe and redesigning the beach to include a bioswale and improved lighting.

Executive Director Whitt said the original design included getting an easement from the Tiki Bar and Boil. Mr. Whitt said the City Council approved a resolution for a taking of the easement.

Mr. Whitt said the City was trying to negotiate with them and that they wanted \$160,000 for an easement. Mr. Whitt said he ordered the City's consulting engineer to redesign the project to take it off Tiki Bar and Boil's lot. Mr. Whitt asked Ms. Pesta what they owe in taxes and water bills?

Assistant City Manager Pesta said they owe \$134,000 in delinquent water and \$78,000 of current bills not in their taxes.

Mr. Whitt said they did receive notice that their water will be turned off. Mr. Whitt said the beach will get done. Mr. Whitt said additionally, the bridge to the trail will be open and there will be a ceremony that the DDA board will participate in. Mr. Whitt said the DDA has done a lot of improvements to the City and attributed those improvements to Casey J. Ambrose who led the board toward financial stability.

WARRANT REPORT:

DDA 2-03- 22 APPROVAL TO RECEIVE AND FILE THE WARRANT FOR JANUARY 2022

Motion by Lublin, supported by Millen: CARRIED UNANIMOUSLY: To receive and file the warrant for January 2022

DDA BOARD MEMBER COMMENTS

ADJOURNMENT:

DDA 2-04-22 ADJOURNMENT

Motion by Lublin, seconded by Millen; CARRIED UNANIMOUSLY: To adjourn the meeting at 4:40 p.m.



Hana Jaquays
DDA Managing Director

Steve Blair
DDA Chairman