



**CITY OF WALLED LAKE  
DOWNTOWN DEVELOPMENT AUTHORITY  
TUESDAY, SEPTEMBER 8, 2020**

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

**ROLL CALL:** Blair, Fernandes, Lublin, Marshal, Shuman, Ackley, Ambrose,

**ABSENT:** Allen, Atwell, Wlodarczyk, Easter

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

**OTHERS PRESENT:** Finance Director Barlass, Police Chief Shakinas, Confidential Assistant Jaquays

**REQUESTS FOR AGENDA CHANGES:**

**APPROVAL OF THE MINUTES:**

**1. Regular DDA Meeting of August 11, 2020**

**DDA 09-01-20 APPROVAL OF THE MINUTES FROM THE AUGUST 11, 2020 MEETING**

Motion by Blair, supported by Ackley: CARRIED UNANIMOUSLY: To approve the minutes from the August 11, 2020 meeting.

**CORRESPONDENCE:** None

**UNFINISHED BUSINESS:**

**1. Draft Ordinance for Regulations on Public Parking at City Facilities**

Executive Director Whitt advised the DDA board that this is the last opportunity to make suggestions before the draft ordinance on regulating public parking at city facilities goes to City Council for seconding reading.

**NEW BUSINESS:**

**1. Trunk-or-Treat 2020**

Executive Director Whitt explained that the Trunk-or-Treat event began last year and he has been in communication with Mayor Ackley to assist in providing a similar event for children and

families this year while meeting the requirements of social distancing. Mr. Whitt said the same facilities as last year will be in use and that the Trunk-or-Treat Halloween event will be held at Riley Park.

Mayor Ackley agreed to assist in providing an event for the families and children and that she has begun contacting participants from last year and reaching out to new businesses.

## **EXECUTIVE DIRECTOR REPORT:**

### **1. 2020 Farmers Market Report**

Interim DDA Managing Director Jaquays explained the highlights from August. Ms. Jaquays said the Walled Lake Library has committed to the remainder of the season and that they have been a helpful resource in providing information on the library's services as well as providing take-home kid crafts. Ms. Jaquays said a few vendors from earlier in the season have returned on a weekly commitment.

Ms. Jaquays said she is looking forward to the new public safety access bridge as this will be inviting to trail users to visit the market on Wednesdays and help improve walkability in Walled Lake.

Ms. Jaquays said one affect from the new market layout and parking expansion is the direction of customers. Ms. Jaquays explained the issue is that visitors are walking directly to the produce vendors and not passing through the market to visit the other vendors.

Ms. Jaquays said the market continues its social media presence and encouraged board members and the public to follow for updates.

DDA Board Member Lublin questioned if there was a way to improve the egress, ingress of the market?

Ms. Jaquays said it may be possible to use demarcations on the ground to direct customers to use the front entrance.

DDA Board Member Ambrose suggested having vendors engage customers as they walk by.

Ms. Jaquays thanked the board for their suggestions.

### **2. Mercer Beach Report**

Executive Director Whitt said there have been some complaints on the conditions of the barricade and taping. Mr. Whitt said he anticipates reopening the beach to allow walking access

as it is too cold for beachgoers. Mr. Whitt said in preparation for future closures it is necessary to consider effective alternatives to closing the beach should these situations happen again.

Mr. Whitt said staff is reviewing different options on playground equipment if the decision is to replace the previous equipment.

Mr. Whitt explained that the sidewalk survey on East Walled Lake Drive has been completed.

Mr. Whitt explained the sidewalks are split between private and public property. Mr. Whitt said any work done on the sidewalks will require easements. Mr. Whitt said what the survey indicates are the sections owned by the property owners. Mr. Whitt said before repairs can begin, the DDA will need permission and easements to do the repairs.

Mr. Whitt said it is unknown what is underneath the sidewalk. Mr. Whitt said what is underneath may be a bigger problem than the repairs on top. Mr. Whitt asked the board for support in drafting legal descriptions for easements.

DDA Chairman Ambrose said it will be important to investigate what is underneath the sidewalk. Mr. Ambrose recalled a few basements that had coal bins and one that was bricked-off.

Mr. Whitt said because we do not know what is underground, if we begin construction on the top it will disturb what is underneath and then the City inherits that cost. Mr. Whitt said what the survey shows is that the sidewalks are owned in part by the property owners. Mr. Whitt said any work at all will require legal descriptions.

Mr. Whitt said the next phase is funding. Mr. Whitt said he has to consider the homeowners who may not want to pay for a substantial construction project downtown to fund businesses who have owners that live somewhere else. Mr. Whitt said the property owners may need to pay for the repairs, potentially through a special assessment district.

DDA Board Member Fernandes asked about the cost on writing legal descriptions?

Executive Director Whitt said he has not made an estimate and that will be done if the board decides to move forward with writing legal descriptions. Mr. Whitt said the board can then vote again on funding.

Mr. Whitt said the DDA and the City can fix the sidewalks if the property owners are willing to proceed with either eminent domain, donating it, or easements. Mr. Whitt said he anticipates a holdout with this process. Mr. Whitt said to begin the process, the City requires legal descriptions.

**DDA 09-02-20            MOTION TO CONTINUE PROCESS OF OBTAINING LEGAL  
DESCRIPTIONS FOR EAST WALLED LAKE DRIVE BUSINESS  
SIDEWALKS**

Motion by Lublin, supported by Fernandes: CARRIED UNANIMOUSLY: To continue process of obtaining legal descriptions for East Walled Lake Drive business sidewalks.

DDA Board Member Blair asked what would happen if businesses do not want to provide the easements? Mr. Blair asked if we would then assess them for the cost of the repair?

Chairman Ambrose said we would have to deal with each property individually, based on what is underground.

DDA Executive Director Whitt explained by having legal descriptions the City can then begin getting easements which allows us to review what is underneath the sidewalks. Mr. Whitt clarified that he never suggested to move forward with construction of the project until we know what is underground.

DDA Member Fernandes asked about the lamppost project?

Executive Director Whitt said we have not yet begun that project as other projects required higher priority. Mr. Whitt that is not off the agenda, but it is still on the list.

DDA Member Fernandes said Lakes Area Community Coalition is hosting a Peddle for Prevention event along the Michigan Air Line Trail on September 27 from 11AM – 3PM. Ms. Fernandes encouraged members to attend and support the event. Ms. Fernandes said the Lakes Area Community Coalition is a substance abuse program that works within the schools.

DDA Member Blair asked how Wednesday became the designated day for the Farmers Market?

DDA Chairman Ambrose explained when preparing for opening the farmers market a survey was done to determine vendors' availability, their locations, and what time they could commit. Mr. Ambrose said many were committed to markets in the afternoon or weekends.

DDA Member Blair suggested a weekend market may attract more visitors to Walled Lake.

DDA Chairman Ambrose said that is something to consider in the future.

Executive Director Whitt said the Wednesday date is respected by the vendors because they have obligations elsewhere at other markets. Mr. Whitt said if we host a weekend market, we will be competing with the other locations and their facilities. Mr. Whitt said as we continue to grow and upgrade the Public Safety Campus, future discussion could include having a weekend market. Mr. Whitt said the intent is to design a multi-use facility, with an access bridge to Walled Lake's linear trail.

#### **WARRANT REPORT:**

**DDA 09-03-20            APPROVAL TO RECEIVE AND FILE THE WARRANT FOR  
AUGUST 2020**

Motion by Lublin, supported by Ambrose: CARRIED UNANIMOUSLY: To receive and file the warrant for August 2020.

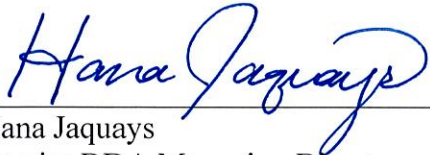
**AUDIENCE PARTICIPATION:**

Neal Wolfson – 565 Winwood Court - Mr. Wolfson said with the help of the DDA, the Planning Commission, the Mayor, and the City Manager the City is moving forward, and we are having proactive conversations with a positive outlook.

**ADJOURNMENT:**

**DDA 09-05-20          ADJOURNMENT**

Motion by Ambrose, seconded by Lublin; CARRIED UNANIMOUSLY: To adjourn the meeting at 4:56 p.m.



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Hana Jaquays  
Interim DDA Managing Director

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Casey Ambrose  
DDA Chairman