



**CITY OF WALLED LAKE  
DOWNTOWN DEVELOPMENT AUTHORITY  
TUESDAY, JUNE 14, 2016**

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

**ROLL CALL:** Ackley, Allen, Lublin, Marshall, Shuman, Wlodarczyk

**ABSENT:** Ambrose, Blair, Kimmel, Ramsey

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

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

**REQUESTS FOR AGENDA CHANGES:**

**APPROVAL OF MINUTES:**

**DDA 06-01-16 APPROVAL OF THE MINUTES FROM THE MAY 10, 2016 MEETING**

Motion by Lublin, supported by Allen: CARRIED UNANIMOUSLY: To approve the Minutes from the May 10, 2016 meeting

**AUDIENCE PARTICIPATION:**

Council Member Helke stated the first official meeting of the Walled Lake Historical Society is June 27, 2016 at 7 p.m. at the library.

**I. UNFINISHED BUSINESS:**

**A. Maple Road Repaving Project – Business signs**

DDA Deputy Managing Director Rodgers stated that the letter from DDA has been sent out to the local businesses as well as the “Business Driveway Access” signs have been placed out in front of the driveway that are affected by the repaving of Maple Road. She stated the tentative project timeline has been handed out to those businesses asking for a timeframe of the project.

**B. Bucket Truck**

Finance Director Coogan said last month she presented the state price for a new bucket truck and it came in at \$107,000. She said that Shuman Motors was able to give the DDA an additional 4%

savings with the same specs the bucket truck is \$102,000. She said the purchase was discussed in the DDA budget and is requesting that DDA purchase the bucket truck since it is used mainly in the downtown district. She said the money is coming out of next year's budget. She asked the DDA Board to approve the purchase of the bucket truck and not to exceed \$106,000.

**DDA 06-02-16            MOTION TO PURCHASE A BUCKET TRUCK FROM SHUMAN MOTORS AND NOT TO EXCEED \$106,000**

Motion by Lublin, supported by Ackley: CARRIED UNANIMOUSLY: To approve the purchase of a bucket truck from Shuman Motors and not to exceed \$106,000

Roll Call Vote:

Yes: (6)            Ackley, Allen, Lublin, Marshall, Shuman, Wlodarczyk  
No: (0)  
Absent: (4)        Ambrose, Blair, Kimmel, Ramsey  
Abstain: (1)       Shuman

(6-0) MOTION CARRIED

**II. NEW BUSINESS:**

**OTHER BUSINESS:**

**A. Planning and Development Report**

Deputy Managing Director Rodgers said there is further discussion on the Master Plan implementation and updating some of the zoning in the downtown district.

**B. Promotion Committee Report – Co-Chair E. Marshall and Wlodarczyk**

**C. Executive Director Report**

**III. CORRESPONDENCE:**

**A. Foster Farmhouse Letter**

DDA Board Member Ackley said she does go to the Foundation meetings and is given a report however does not consider that an audit it is strictly the treasurers report. She said she has the Foster Farmhouse bylaws and their bylaws require a yearly audit so those who say they are following the bylaws are not following the bylaws. She said it is surprising their own CPA and Attorney informed them that they did not have to submit an audit.

DDA Board Member Lublin stated an audit does not have to be that tricky. He said if they go back a few years and show any monies taken in versus any monies going out and tie it to a bank account. He said the DDA did not ask for a full CPA audit just to show the money in and money out.

Finance Director Coogan said there are different levels when it comes to an audit but the Foster Farmhouse rejected it out of hand they did not come back with any other alternative.

DDA Board Member Ackley stated the City is part of the WOCCA Board and all they have done is a simple one that certifies the money came in and went out. She said Janice Tuttle is the one who suggested the audit when they came to the DDA Board a couple months ago.

Council Member Owsinek said the auditor needs to be someone who does not have a financial interest in the records. He said the auditor has to be independent from the organization.

DDA Board Member Ackley said because the Foster Farmhouse did not supply some sort of an audit the budget was put together with no funds in there but that does not mean if they comply and the DDA wants to fund part of the project that the DDA can't amend the upcoming budget.

#### IV. CONSIDERATION OF WARRANT:

##### DDA 06-03-16 APPROVAL OF THE WARRANT FOR MAY 2016

Motion by Lublin, supported by Ackley: CARRIED UNANIMOUSLY: To approve the warrant for May 2016

#### V. ADJOURNMENT:

##### DDA 06-04-16 ADJOURNMENT

Motion by Ackley, seconded by Wlodarczyk; CARRIED UNANIMOUSLY: To adjourn the meeting at 4:44 p.m.

  
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Chelsea Rodgers  
Deputy Managing Director

  
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Bob Shuman  
DDA Board Member