

**CITY OF WALLED LAKE**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**TUESDAY, MAY 11, 2021**

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

**ROLL CALL:** Ackley, Ambrose, Atwell, Easter, Blair, Lublin, Marshal, Millen

**ABSENT:** Allen, Wlodarczyk, Shuman

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 April 13, 2021**

**DDA 05-01-21 APPROVAL OF THE MINUTES FROM THE APRIL 13, 2021 MEETING**

Motion by Lublin, supported by Millen: CARRIED UNANIMOUSLY: To approve the minutes from the April 13, 2021 meeting.

**CORRESPONDENCE: NONE**

**AUDIENCE PARTICIPATION: NONE**

**UNFINISHED BUSINESS:**

**1. CVT Grant Program (Covid-19 Relief) Oakland County**

DDA Managing Director Jaquays said there are funds available for reimbursement for restaurants, bars and cafes. Ms. Jaquays said the deadline to submit a reimbursement request is June 11<sup>th</sup>; the grant program ends June 30<sup>th</sup>. Ms. Jaquays said the request form is on the City's website.

DDA Board Member Lublin asked which businesses are eligible for reimbursement?

DDA Managing Director Jaquays said this grant program is specifically for restaurants and food establishments.

## **2. East Walled Lake Drive Parking**

Executive Director Whitt presented a schematic of preliminary plans to provide handicap ADA parking downtown along East Walled Lake Drive. Mr. Whitt said this schematic was forwarded to the folks in Lansing who are investigating a complaint made by the locals alleging there was no ADA access. Mr. Whitt said the city does have a responsibility to address ADA, and that the city will be reviewing funding sources as the plans move along.

DDA Chairman Ambrose said he was curious about the response from individual businesses on this schematic.

Executive Director Whitt said the individual businesses have yet to repair their sidewalks, it will fall to the City to address the ADA issues. Mr. Whitt referenced where the ADA parking would be located. Mr. Whitt said any feedback is welcomed. Mr. Whitt said upon review, many individual businesses do not have ADA access into their own storefront.

DDA Chairman Ambrose asked if the businesses will then need to comply to meet ADA requirements?

Executive Director Whitt said that is an issue that will come up. Mr. Whitt said the city will do its part in addressing ADA parking and access.

DDA Board Member Lublin asked if the schematic just addresses parking?

Executive Director Whitt said yes, the schematic is for preliminary ADA parking design. Mr. Whitt said as we move forward with the investigation, we will have a better understanding of finalized plans. Mr. Whitt said we are at the stage where we need to comply.

## **NEW BUSINESS:**

### **1. U.S. Small Business Administration (SBA) Restaurant Revitalization Fund**

DDA Managing Director Jaquays described the restaurant revitalization grant being administered through the U.S. Small Business Administration. Ms. Jaquays explained who is eligible and what the grant funds may be used for.

### **2. 2021 City Events**

DDA Managing Director Jaquays reported on the Farmers Market and said opening day is scheduled for May 19, 2021, at the Public Safety Campus from 7AM – 1PM. Ms. Jaquays said the vendor application is available on the City's website. Ms. Jaquays said for updates throughout the season, the Walled Lake Farmers Market can be found on Facebook and Instagram.

DDA Board Member Millen asked about vendor participation.

Ms. Jaquays said there are three levels of participation. Ms. Jaquays said vendors can attend weekly, or they can commit to a few weeks, or they can commit to the entire season.

DDA Board Member Blair asked if the market charges vendors to have a booth.

Ms. Jaquays said yes, it is \$12 a booth.

DDA Board Member Lublin asked what the layout will be?

Ms. Jaquays said the layout will be similar to last year. Ms. Jaquays said vendors will be able to park directly behind their booth, patrons will be able to utilize the paved parking and walk directly into the market space.

Ms. Jaquays said the annual beach party event is scheduled for June 19, 2021. Ms. Jaquays said City administration has held internal meetings to discuss what is feasible from an operational standpoint to meet social distancing guidelines. Ms. Jaquays said more updates will be available as planning continues.

DDA Board Member Millen said the Greenhouse will be hosting a Dog Rescue and Art Fair on the same day in their parking lot. Mr. Millen said a few news channels will also be present. Mr. Millen said his goal is to have the Farmhouse open for tours.

DDA Board Member Lublin asked when the Beach Party will be held?

Executive Director Whitt said we have not yet decided the time, it will be similar to past years when it was an all-day event.

DDA Board Member Millen announced that the Greenhouse will also be hosting three classic car shows throughout the summer in partnership with Eddies Barrels of Wine and Murray's Auto Parts.

Executive Director Whitt said the City will be having a socially-distanced Memorial Day Ceremony in lieu of a parade this year.

## **EXECUTIVE DIRECTOR REPORT:**

### **1. Public Safety Campus Update**

Council Member Owsinek reported that the parking lot is expected to receive its second coat of asphalt soon. Mr. Owsinek said there are plans to include a bus stop to improve transportation to the Farmers Market and other events at the Public Safety Campus.

Executive Director Whitt said engineering is continuing to happen as the site prepares for its second coat of asphalt. Mr. Whitt said curb and gutter work will happen in preparation for the

turn lane. Mr. Whitt said landscaping is still in its early stages. Mr. Whitt said the bridge access opening will be announced soon once the site is deemed safe.

## 2. Road Pavement

Executive Director Whitt said road pavement at Marshall Taylor Park, Tri- A, Hiram Sims Park, and Quinif will be happening shortly within the next few weeks. Mr. Whitt said the light poles will be receiving attention this year as well.

### WARRANT REPORT:

#### DDA 05-02- 21      APPROVAL TO RECEIVE AND FILE THE WARRANT FOR APRIL 2021

Motion by Lublin, supported by Easter: CARRIED UNANIMOUSLY: To receive and file the warrant for April 2021.

### DDA BOARD MEMBER COMMENTS

Executive Director Whitt introduced John Smith from Great Lakes Segway.

John Smith said he serves on the Wixom DDA Board, and his tenure will end in June. Mr. Smith said as a business owner in Walled Lake, he is interested in getting involved with Walled Lake's DDA. Mr. Smith said Pedego Walled Lake will be having a ribbon cutting ceremony in June for their electronic bikes. Mr. Smith said thank you for the opportunity to speak today.

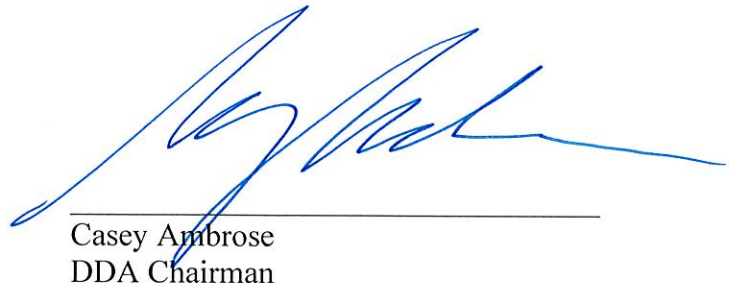
### ADJOURNMENT:

#### DDA 05-03-21      ADJOURNMENT

Motion by Ambrose, seconded by Lublin; CARRIED UNANIMOUSLY: To adjourn the meeting at 4:38 p.m.



Hana Jaquays  
DDA Managing Director



Casey Ambrose  
DDA Chairman