

Downtown Development Authority
Minutes
January 19, 2010
1:00PM
DDA Board Room
Fire Station #2 – 4101 Lake Michigan Drive NW

1. Call to order – the meeting was called to order at 1:00PM. Attendance was recorded as follows:

Members Present: P. Goodale, J. Cornell, C. Vander Meulen, J. McIsaac, L. Adams, L. Rios, and J. Veldheer.

Members Absent: J. DiLeonardo, M. Neal, and G. Hicks

Also Present: Darrel Schmalzel – Asst. City Manager, Scott Connors – City Engineer, Frank Wash – City Planning Director and resident Diane Jdrzejczak.

Election of Chairman and Vice Chairman – Per Walker City Commission decision, Jim Veldheer and Gordy Hicks were approved to serve on the DDA board for 4 more years.

A nomination was made by J. Veldheer to elect J. McIsaac as Chairman. C. Vander Meulen made a motion to approve and P. Goodale supported. Motion carried unanimously.

A nomination was also made by J. McIsaac to elect J. Cornell as Vice Chairman. J. Veldheer made a motion to approve and J. McIsaac supported. Motion carried unanimously.

2. Approval of Minutes – A motion was made by C. Vander Meulen, with support by J. Cornell to approve the DDA minutes of September 15, 2009. Motion carried unanimously.
3. Sign Update – C. Vander Meulen thanked Planning Director Wash for his extra efforts regarding the new city sign (in front of Walgreen's). Unanticipated issues arose with the foundation when construction began. The stamped concrete circle was 4 inches thicker than first thought. The Walker Department of Public Works assisted with several items for the sign. A variance was also necessary from the ZBA for locating an additional sign on the property. All issues thus far have been resolved. The columns are in place, and the sign panel will be installed soon. Completion is possible within the next few weeks. Attendee Jendrasiak asked Planner Wash if the new sign was even considered when the original circle was

installed. He responded that it was, as part of the DDA Master Plan.

4. Snow Removal Discussion – C. Vander Meulen reports that there have been no issues with the DDA sidewalk snow removal this season. One item was reported near Applebee’s regarding an icing situation. This item is being addressed and monitored by the Walker DPW.
5. Financial Update – C. Vander Meulen reports that all is well with the DDA finances. The budget to actual is at 50%. Payments are outstanding for several items which include:
 - Contribution to the Standale Trail
 - Payments on Bonds
 - Payment on properties (4243 Lake Michigan Drive and 426 Parkside)

Special Assessments – Streetscape Maintenance fund balance - \$33,000. Some of the flower beds in the district will be redone in the spring, which will be paid for from the streetscape fund. There was no increase in 2010 for the Special Assessment District from 2009. The fund balance is right on schedule.

J. Veldheer asked if any trees in the DDA district were going to be cut down or trimmed. Vander Meulen responded that it is unclear at this time what course of action will be taken. Some of the trees have not grown as anticipated (i.e. – the limbs have spread out instead growing upward). MDOT stated that they did not want additional trees planted in the right-of-way. Engineer Connors plans to schedule a meeting with MDOT regarding possible options for tree replacement and/or new plantings. Planner Wash stated that one of the correct types of tree to be used that is called for in the Master Plan is a Bradford Pear. This type of tree is planted in front of Fire Station #2 and has done very well. An update should be available at this next DDA meeting.

- The property that as been listed for some time has not been purchased. Vander Meulen will see how much time is left on the current real estate listing.
- Engineer Connors reported that all items relating to the Standale Trail have been completed and it may go out for bid as soon as April of this year. Connors is going to speak to the local Boy Scouts group regarding signs for the trail. A kiosk is still a possibility. Plans for a ribbon cutting event are still being discussed, but could include a Walk-R-Run type of event to showcase the trail. This will be discussed at the next DDA meeting.
- The traffic signal at Lake Michigan Drive and Kinney is still being discussed with MDOT but looks like it could be possible for 2011. Details will be provided as they become available.
- Vander Meulen was asked to get the boards opinion regarding the holiday lights in the DDA district. Members stated that the current decorations looked nice this past season but may need some updating for 2010. Samples may be obtained and discussed at a future meeting.
- Discussion took place at a recent City Commission meeting regarding the annual Memorial Day Parade and possible alternative ways of paying for it. A motion was made by J. Cornell with support by J. McIsaac to authorize C. Vander Meulen to use up to \$5,000.00 of DDA funds toward the parade. Motion carried unanimously. Discussion will

be taking place with Marcy Kneibel, Walker Recreation Director, about the costs and details of this year's parade.

- DPW Director Mark Koning is working on decorative lighting issues in the DDA district. He is also working on a project in the district of replacing bulbs in lamps with higher efficiency type bulbs.

6. Next Meeting Date and Time – the next DDA meeting is scheduled for February 16, 2010.

7. Adjournment – A motion was made by J. Cornell with support by P. Goodale to adjourn the meeting at 1:35 PM. Motion carried.

Respectfully Submitted,

Julia Kozminski, Recording Secretary

DRAFT