

DRAFT
City of Walker
Walker/Standale Downtown Development Authority
Tuesday, April 21, 2015
1:00PM – DDA Board Room
Fire Station #2 – 4101 Lake Michigan Drive

1. Call Meeting to Order and Record Attendance-Meeting was called to order at 1:00 p.m. by Chairman Doug Cramer.

Present: Pat Goodale, Doug Cramer, Tom Bart, Darrel Schmalzel, Randy Smith, Dave Brinza, Mark Neal, Lauren McNees, and Leonard Adams.

Additional Staff and Guests Present: Frank Wash, Amber Kneibel, Scott Conners, Mark Koning, Sue Wyngaarden, Scott Nowakowski, Steve Gilbert

Absent: Jim DeGroot and Eric Tuinstra.

2. Approval of Minutes-Following review of the meeting minutes
Approval of tabled minutes from October 21, 2014. Motion was made by Randy Smith with support by Pat Goodale. Motioned carried.
Approval of tabled minutes from January 20, 2015. Motion was made by Darrel Schmalzel with support by Randy Smith. Motioned carried.
Approval of March 17, 2015 meeting minutes. Motion was made by Pat Goodale with support from Randy Smith. Motioned carried.
3. Resignation of Brandon Berg- Chairman Doug Cramer expressed the board's appreciation for Brandon Berg's years of service to the DDA and wished him luck in the future. A board position is now available. Details can be found on the DDA website. Please share with DDA business owners and those that have an interest in the district.
4. DDA Overview-Sue Wyngaarden, Attorney for the DDA gave a legal and historical overview of the DDA and it's role within the City of Walker. She also reviewed how the DDA is funded through tax increment financing. Sue also suggested that the DDA consider updating the DDA master plan in the next couple years since many of the goals and projects outlined in the plan have now been completed.
5. Update from Scott Nowakowski, NorthStar Realty Property listing at 4211 LMD- Scott Nowakowski shared that there is an offer on the property by Muller Realty for \$436,035 which equals approximately \$7 per square foot. The property is currently listed at \$475,000. Muller realty is willing to put down a \$5,000 earnest money deposit to take control of the property for a five month period in order to

do a thorough inspection of the property and prepare site plans. Muller is cooperating in following the ordinance, but it is unknown at this time what their intention is for the property.

In order to avoid future confusion, the DDA board agreed to ask Muller Realty to provide a site sketch with proposed plan details prior to agreeing to the offer. The board assigned a small committee consisting of Pat Goodale, Doug Cramer, Randy Smith, Frank Wash, and Darrel Schmalzel to review the plan sketch and make a recommendation to the board.

6. Bond Resolution Authorizing Redemption of Bonds and Pledging Tax Increment Revenues-Sue Wyngaarden reviewed the refinancing on three bond issues. DDA was a small part of these City bonds, so it was included in the bond refinancing. The bond was originally issued in 2005 for improvements to Lake Michigan Drive. With this refinancing the DDA will save a net present value of \$14,554.00. The purpose of this resolution is so the DDA can acknowledge the refinance bond and will be responsible for payment using tax increment revenue. A motion was made by Mark Neal to approve the financing of the bond with support by Pat Goodale. Motioned carried.
7. DDA Street Light Updates-Mark Koning shared the bids received on the DDA street light project. At a previous meeting we decided on three different products to bid out Beacon, King, and Amerilox. The project went out to bid mid-March. The bid opening was on April 9. Five bids were received that covered all three of the specific products in the bid.
Bids Included GrayBar Electric, Kendall Electric and Westco Distributing. Ranges on each product varied.
King \$207,000-\$213,000
Amerilox \$186,000- \$191,000
Beacon \$196,000- \$202,000

Two additional bids using products not specified in the bid
LED1 \$81,000
HCI \$186,000
Bids are higher than expected. Mark wants to review each bid more thoroughly before making a recommendation to the board. More updates to come at next month's meeting.
8. Engineering Updates-Scott Connors shared that the M-11 roundabout construction continues. The intersection officially closed today. M-11 will have free flow traffic while the Remembrance leg will be closed. M-45 grade inspection took place last week.
9. Standale Summer Concert Series-Amber Kneibel shared that the DDA has collected \$5,500 in sponsor dollars. Packets are due today (April 21). The concert series will be completely funded by community sponsors.

10. Other Business/Updates

- a. Meeting times and days-survey results- The board reviewed survey results and decided to continue meeting monthly on the third Tuesday of the month at 7:30 a.m. instead of 1:00 p.m.
- b. Doug Cramer suggested putting together a directory of DDA businesses.

11. Next Meeting Date and Time- Tuesday, May 19 at 7:30 AM

12. Adjournment-Motion to adjourn at 2:41 p.m. by Randy Smith with support by Tom Bart. Motioned carried.

If you have any questions or are unable to attend a meeting, please contact Amber Kneibel at 616.791.6856