

Draft
City of Walker
Walker/Standale Downtown Development Authority
Tuesday, January 20, 2015
1:00PM – DDA Board Room
Fire Station #2 – 4101 Lake Michigan Drive

1. Call Meeting to Order-Record Attendance: Meeting was called to order at 1:00 p.m. by City Manager Darrel Schmalzel. Both the Chair and Vice Chair were absent.

Present: Darrel Schmalzel, Leonard Adams, Jim Degroot, David Brinza, Eric Tuinstra

Absent: Doug Cramer, Pat Goodale, Lauren McNeese, Randy Smith, Dr. Brandon Berg,

Additional Staff Present: Amber Kneibel, Scott Conners, Frank Wash, Mark Koning

Quorum not present

2. Introduction of new DDA board member: David Brinza from Goodwill Industries
3. Approval Minutes-October 21, 2014 Downtown Development Authority Meeting: Due to not having quorum, the October 21 meeting minutes will be considered at the next scheduled meeting.
4. DDA Street Light Updates: Mark Koning provided the board with three sample lights to review. The next step is to request bids on the selected street light design. There are 177 lights in the district. Assessment will be performed to determine if all 177 street lights are necessary and are adequately spaced.
5. Lake Michigan Drive Pedestrian Tunnel Update: Scott Conners shared utility relocation has continued. Design was stalled briefly due to coordinating fundraising efforts. Amber Kneibel shared that the primary focus of the fundraising efforts has been seeking and applying for grants and partnering with West Michigan Trails and Greenways Coalition and the local friends group to complete these grant applications. The Grand Rapids Jaycees Foundation Grant application of \$10,000 was denied. The Community kick off Breakfast in November went well! Through that event we were able to identify some key community stakeholders that have an interest in donating. We are currently working with these community stakeholders to schedule a meeting with the Mayor and discuss their interest. The Community Sponsorship Packet was also reviewed.

6. Budget Update: Darrel Schmalzel shared that budget amendments and review for the 2015/2016 city budget continues as well as the DDA budget. The DDA collects approximately \$370,000 a year in tax revenue. The largest expense the DDA has, is the \$255, 000 bond payment that includes past DDA projects and fire station #2 in the district. A draft of the budget will be presented at the next DDA meeting.
7. Streetscape Special Assessment District Discussion: Darrel Schmalzel shared that every year the City Commission has to pass a resolution to collect the special assessment from all businesses who benefit. We are recommending that the assessment remain the same amount as the previous five years.
8. Engineering Updates- Scott Connors shared that resurfacing of M-11 will continue this spring. Starting in March in partnership with MDOT the M-11 roundabout construction will begin. Coordinating traffic plans on the M-11 roundabout since two lanes of traffic will be closed in order to move construction along at a quick pace.
9. Other Business/Updates
Improvements to Community Park and Standale Summer Concert Series: Frank Wash shared the planned improvements to Walker Community Park during summer 2015. The City has allocated \$130,000 for improvements to Community Park. Improvements include an outdoor ampatheater and improvement to the trail connections within the park. Amber Kneibel shared that these improvements will relocate the 2015 Standale Summer Concert Series to the softball field during construction. Band booking for the concert series will begin in February and community sponsor form will be available in March.

Memorial Day Parade: Darrel Schmalzel shared that every year the DDA contributes funds towards the Memorial Day parade that takes place in the district. Typically the entire amount is not used and remaining funds are returned to the DDA. Since there is no quorum no official action was taken to make this contribution, but this item will be on a future agenda.

The RAPID Laker Line: Darrel shared that The Rapid requested a letter of support for their Laker Line and transit improvements from the DDA. A letter has been drafted Doug Cramer's signature is needed. The Mayor also provided a letter of support on behalf of the City Commission.

10. Next Meeting Date and Time: March 20, 2015

11. Adjournment: Meeting was adjourned at 1:45 p.m.

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

Respectfully submitted, Amber Kneibel, Recording Secretary