

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE WYOMING DOWNTOWN DEVELOPMENT AUTHORITY AT ITS MEETING OF JANUARY 8, 2012

DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES OF OCTOBER 2, 2012
CITY COUNCIL CHAMBERS
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: Harkema, Kochneff, Male, Mayor Poll, VanDuren, VanderVeen (7:45 arrival)

MEMBERS ABSENT: Coombs, Vandenberg, VanTimmeren

STAFF PRESENT: Ballard, Caster, Chief Carmody, Cochran, Look, Nemastil, Rynbrandt, Smith

OTHERS PRESENT: Ken Malik, President-Wyoming/Kentwood Chamber of Commerce

Chairman Kochneff called the meeting to order at 7:35 a.m.

Approval of Meeting Minutes

Motion by Mayor Poll, supported by Male, to approve the minutes of April 3, 2012 July 3, 2012, and August 9, 2012. Motion carried unanimously.

Public Comment on Agenda Items

There was no public comment.

Treasurer's Report

Smith presented the year-end report for June 30 2012. Smith reported total negative revenue of (\$274336.17) which was primarily due to large tax recaptures. Expenses for the year were \$117,747.63 which left a balance of a net expense over revenue of (\$392,083.80). The ending fund balance was \$281,923.18. Smith also presented the three month statement ending September 30, 2012. It was noted that the interest on investments are the only items that have not been posted and due to a negative tax capture the current revenue is (\$1,316.63). Smith explained we would not be receiving any property tax revenue due to the property values dropping below the DDA base. To date, the total expenses equal \$21,756.82; with the main expense being property maintenance. At this time, the ending balance is \$258,849.73. Harkema asked about the possibility of getting the DDA's original base and the current assessed value of the district. VanDuren said she would email these figures to the members. A proposed budget amendment will be presented to Council, with the DDA's approval, on October 15, to move

\$30,000 from the fund balance to the 2012-2013 Marketing Campaign. A motion was made by Mayor Poll to support the budget amendment, seconded by Male. Motion approved.

Presentations

Police Department Community Services Unit; re: 28th Street between Division and 131:

VanDuren referenced the article included in the packet regarding the Community Services Unit presentation. Chief Carmody gave a background of the problems surrounding the area of the 28th Street corridor between Division and 131. He explained this had been an area of concern for quite a while in regard to illegal activities and the clientele being housed at certain hotels. A meeting was held with the hotels explaining that the property needed to be cleaned up. The Community Services Unit was asked to address the problem and come up with a solution that would produce a positive outcome. Chief Carmody explained that there was a strong desire from surrounding businesses and growing neighborhood associations to improve the troubled properties. Officer Brian Look explained that along with Officer Jason Caster, they have reached out to the businesses along the corridor to develop a working relationship. There are 19 businesses in the troubled area and all are interested in improving the area. Communication has greatly improved between the businesses. The businesses have created a Gmail account that all businesses have access to; a major benefit includes the hotels being able to share pertinent information with each other quickly. This relationship has been successful in regard to calls for service and vagrancy issues being down. Currently, the businesses are holding monthly meetings at the Best Western. Kochneff asked about DDA member attending the meetings and if they can be added to the Gmail account. Officer Look commented DDA members would be a welcome addition to the group. VanDuren will compile a list of interested members for Officer Look.

Landscape Ordinance:

Tim Cochran revisited the proposed changes in the zoning code specifically in regard to the installation and maintenance of landscaping. The new ordinance would include a provision to replace trees, preserve tree protection zones, eliminate the use of landscaping bonds, the possible implementation of civil infractions for not completing the landscaping requirements, and requiring irrigation in the front lawns in commercial zones. Cochran provided photos showing how the drought affected properties with no irrigation along 28th Street and also the benefits of properties currently using irrigation. Cochran asked for the DDA's opinion in regard to moving forward with the changes and taking the updated plan to the Planning Commission and City Council. Harkema asked about who would manage the irrigation systems. Cochran explained the owners would install and manage the required irrigation systems and that the irrigation requirement would only apply to new construction. VanderVeen and Harkema expressed concerns regarding cost to owners and water restrictions and usage and these concerns possibly driving businesses out of the district. Discussion centered on requirements, use of variances, and the possible use of the waiver process. Rynbrandt explained the avenues for the appeal process in the City. A motion was made by Male, seconded by Mayor Poll to approve the zoning

changes. Motion carried 3 Yeas (VanDuren, Kochneff, and Poll), 2 Nays (Harkema and VanderVeen).

DDA Director's Report:

VanDuren presented the information requested at the last DDA meeting in regards to going forward and funding DDA activities. This information presented included the DDA major parcels, MTT orders and maps, the potential cost to select businesses for a special DDA millage of .5 mills and, the taxable value history for 2009-2012. VanDuren, with Kochneff's support, suggested compiling a small committee to go through this information and bring a proposal back to the DDA in January, along with a proposal on how to best direct the plan to the businesses on 28th Street. The DDA agreed with this suggestion and VanDuren will be contacting members for the committee.

Pedestrian Bridge Removal:

The Council approved a budget amendment to fund the removal of the bridge located by Taft Avenue. The bridge is scheduled to be torn down this fall by Nagel Construction.

Michael Avenue Preliminary Design Study:

In order to prepare for future Turn on 28th Street projects regarding areas surrounding the proposed crescent street, a preliminary design study will be performed by Progressive AE to determine traffic counts, easements, and right of way concerns. Public Works is funding the cost of this study.

Wyoming Gives Back Holiday Event:

Wyoming Gives Back Holiday Letters have gone out to 28th Street businesses. The date of the event is Dec 6, at Rogers Plaza. Several responses have already been received from local businesses. VanDuren will be sending out an email to the DDA members to volunteer at the event and/or host a table. Mayor Poll reminded DDA members their help is needed at the event.

DDA Electronic Agenda Packets:

VanDuren asked how members prefer to receive the agenda packets either by email or mail. It was decided that agenda will still be sent out in the mail.

Public Comment

No public comments.

Round Table Comments

VanderVeen mentioned the Chamber of Commerce is having a forum of various congregational and county commissioners on Wednesday October 10 at the Wyoming Public Library.

Kochneff said that he has sold Action Tire but, still owns the property.

VanDuren will be sending out reminder emails a week prior to the meetings and agenda packets will be sent out sooner.

Adjournment

The meeting was adjourned at 9:00 a.m.

Jennifer Ballard
Administrative Assistant, City Manager's Office