



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Regular Downtown Development Authority Meeting
Tuesday, July 15, 2014

Members of the Downtown Development Authority and Residents: This shall serve as your official notification of the Regular Downtown Development Authority Meeting to be held Tuesday, July 15, 2014, immediately following the Regular Planning Commission Meeting, in the City Commission Chambers, 23925 Woodward Avenue, Pleasant Ridge, Michigan 48069. The following items are on the Agenda for your consideration:

DOWNTOWN DEVELOPMENT AUTHORITY MEETING

1. Meeting Called to Order.
2. Roll Call.
3. Consideration of the following minutes:
 - a. Regular Downtown Development Authority Meeting held Monday, June 23, 2014.
4. PUBLIC DISCUSSION – Items not on the Agenda.
5. Consideration of the Alley Improvement Project, from Devonshire to the north City limit.
6. Consideration of the following updates:
 - a. Business and Marketing Development
 - b. Concert in the Park
7. City Managers Report.
8. Other Business.
9. Adjournment.

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: Downtown Development Authority
Date: July 10, 2014
Re: Alley Improvement Project

Attached to your agenda packet is a copy of the 2014-15 budget for the DDA. As you can see, there is \$60,000 allocated for capital projects, which was set aside for alley reconstruction. Based on past alley construction projects, this amount should be sufficient to reconstruct the alley for two blocks.

Staff has also been meeting with the recent purchasers of the former MBS Building, Charles Dunlap and Lee Hart. Charles and Lee are local residents who will own and occupy the building. They plan on using the building as it exists, making substantial improvements to both the interior of the building and the site. Part of their improvement plan is to reconstruct their parking lots per their plan, which is also attached to this memo. Their proposed design would be a significant upgrade over existing conditions. No site plan approval or other Planning Commission approval is required for their proposed site activities.

Given the condition of the alleys between the 696 Service Drive and Devonshire, and the fact that the new owners of the MBS building will be making significant improvements to their site, staff is proposing that the DDA do the 696 to Devonshire alleys this year. The first step is for the DDA to authorize and expenditure for the City Engineer to begin developing the construction drawings for the project.

We have asked the City Engineer to give us an estimate for the cost to develop construction drawings and the cost to construct the alley, and for each of the two parking lots associated with the MBS building. Depending on how the pricing comes in, Staff is suggesting that the DDA explore a partnership with the new property owners to complete the construction drawings and for construction of the parking lots and alleyway. By using a common design engineer and construction firm we may be able to find efficiencies in the process to reduce overall costs in an equitable manner. We will forward the cost estimate to you as soon as we receive it.

The new owners of the MBS building will also be attending the meeting on the 15th to discuss their plans.

Fund 260 - (DDA) DOWNTOWN DEVELOPOMENT AUTHORITY

GL NUMBER	DESCRIPTION	12-13 ACTIVITY	13-14 AMENDED BUDGET	13-14 ACTIVITY THRU 03/31/14	13-14 PROJECTED ACTIVITY	14-15 REQUESTED BUDGET
Fund 260 - (DDA) DOWNTOWN DEVELOPOMENT AUTHORITY						
ESTIMATED REVENUES						
Dept 000						
260-000-405.000	T.I.F.A. Taxes	68,030	70,000	65,458	70,000	73,481
260-000-410.500	Delinquent Tax Collection	2,210		3,821		
260-000-665.000	Interest Income	20	10	7	10	10
260-000-671.000	Miscellaneous Other Revenues	1,530	3,000	857	1,000	3,000
260-000-675.000	Contributions & Donations		2,000			2,000
Totals for dept 000-		71,790	75,010	70,143	71,010	78,491
TOTAL ESTIMATED REVENUES		71,790	75,010	70,143	71,010	78,491
APPROPRIATIONS						
Dept 730-DEVELOPMENT ACTIVITIES						
260-730-731.000	Operating Supplies	40	100		100	100
260-730-740.200	Sales Tax Expense	30	30	20	30	30
260-730-809.000	Other Contractual Services		10,000	9,000	10,000	10,000
260-730-827.000	Administrative Service Charge	22,500	22,500	16,870	22,500	22,500
260-730-890.000	Service Charges	530	250	250	250	250
260-730-955.000	Miscellaneous Expenses	1,120	500		500	500
260-730-955.200	Concerts in the Park	5,080	7,500	4,260	7,500	7,500
260-730-955.400	BRICK PAVER PROGRAM		1,000	170	1,000	1,000
260-730-970.000	Capital Outlay		25,000			60,000
260-730-991.100	PRIN:Debt - Govt'l	20,000	20,000		20,000	20,000
260-730-995.100	INTR:Debt - Govt'l	2,700	1,800		1,800	900
Totals for dept 730-DEVELOPMENT ACTIVITIES		52,000	88,680	30,570	63,680	122,780
TOTAL APPROPRIATIONS		52,000	88,680	30,570	63,680	122,780
NET OF REVENUES/APPROPRIATIONS - FUND 260		19,790	(13,670)	39,573	7,330	(44,289)
BEGINNING FUND BALANCE		48,050	67,840	67,840	67,840	75,170
ENDING FUND BALANCE		67,840	54,170	107,413	75,170	30,881



HART-DUNLAP
 ENTERPRISES, LLC

HART-DUNLAP
 ENTERPRISES/
 AMERIPRISE
 FINANCIAL

PLEASANT RIDGE,
 MICHIGAN

SHEET

SITE PLAN

PRELIMINARY DATE
 2014/07/07 CLIENT

ISSUE DATE

REVISION DATE

SITE PLAN 
 SCALE 1" = 20' NORTH

SHEET NUMBER
 LS-1