

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

Regular Downtown Development Authority Meeting Monday, June 8, 2015

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 Monday, June 8, 2015, 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, May 4, 2015.
- 4. **PUBLIC DISCUSSION** Items not on the Agenda.
- 5. Update regarding Woodward Avenue/I-696 intersection MDOT Pilot Programs.
- 6. Other Business.
- 7. 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

23925 Woodward Avenue Pleasant Ridge, Michigan 48069

Regular Downtown Development Authority Meeting Monday, May 4, 2015

Having been duly publicized, Chairman Bolach called the meeting to order at 8:01 p.m.

Present: Bolach, Christensen, Decoster, Lenko, McAuliffe, McCutcheon, O'Brien,

and Schlesinger

Also Present: City Manager Breuckman

Absent: Laidlaw

Amend the Agenda

DDA-2015-1506

Motion by Schlesinger, second by Lenko, that a discussion of the DDA event be added to the Agenda after Public Discussion.

Adopted: Yeas: Schlesinger, Lenko, Bolach, Christensen, Decoster, McAuliffe,

McCutcheon, O'Brien.

Nays: None.

Minutes

DDA-2015-1507

Schlesinger requested that a paragraph be added on page 2 to the existing paragraph 2 under "Other Business" that specifically mentions that there was a DDA event that was going to be held on April 15th and that an invitation would be sent inviting the business owners to this event at Pitch Black.

Motion by McAuliffe, second by Lenko, to approve the amended minutes of the Regular Downtown Development Authority Meeting on Monday, March 23, 2015.

Adopted: Yeas: McAuliffe, Lenko, Bolach, Christensen, Decoster, McCutcheon,

O'Brien, Schlesinger.

Nays: None.

Public Discussion

Schlesinger requested that if any of the Planning Commission/DDA Board Members are going to plan any event and send out an invitation that to please respond back one way or the other. Christensen added that if the DDA is going to host an event to meet the business community that it would be encouraging to have a better presence of DDA Board Members in attendance.

Consideration of the 2015-2016 Budget

City Manager Breuckman advised he met with the Budget Committee and referred to the proposed 2015-2016 Budget in the Board's packet. Breuckman mentioned that the Administrative Service Charge is being reduced from \$22,500 to \$15,000 since there is not a director's position to monitor the DDA and other city staff are performing the tasks. The Community Promotions line of \$8,000 will use \$5,000 for the banner project and \$3,000 for communications/promotions. The Capital Outlay line of \$20,000 for Woodward Avenue and Main Street is to complete streets pilot projects as recommended by Gibbs complete street study. The transfer of \$100,000 of Capital Outlay to the infrastructure fund is to pay a portion of the \$260,000 total cost to reconstruct the 10 Mile/Devonshire and Amherst/Sylvan alleys. The DDA would also transfer \$40,000 in two subsequent years towards the alley construction cost, making the DDA's total contribution towards the alley work of \$180,000 and the City's share of \$80,000, a 2/3 to 1/3 split. The proposed budget would leave the DDA with a \$23,000 fund balance. Lenko questioned the Miscellaneous Expenses being reduced from \$625 to \$500 when the actual for 2014-2015 is \$3,351. Breuckman will look into this matter and report back. Brief discussion held on the Concerts in the Park, and that the possible pig roast event could be funded through the Community Promotions line item. McAuliffe inquired as to how the process works with a fund balance and, for instance, adding trees as part of the street project. Bolach explained that the budget may be amended during the fiscal year to add a line item or transfer monies to various line items as the need or new projects occur. McAuliffe inquired as to the \$20,000 earmarked in Capital Outlay for the streets project would be used during the fiscal year, and Breuckman explained that the City is in the process of setting up meetings with MDOT to start some of the proposed street projects. The City Commission also has money in its budget for the proposed street projects for Ridge and the Oakland Park street crossing.

DDA-2015-1508

Motion by Decoster, second by McCutcheon, to approve the proposed 2015-2016 DDA Budget as presented.

Adopted: Yeas: Decoster, McCutcheon, Bolach, Christensen, Lenko, McAuliffe,

O'Brien, Schlesinger.

Nays: None.

Other Business

A business owner in the audience inquired if the DDA would consider having the downtown area lit up for the holidays similar to Downtown Detroit on Woodward Avenue. Chairman Bolach commented that this has never been discussed in the past but is something to consider. Christensen added that in Rochester the businesses purchase certain type lights for their store fronts so that all are the same. Bolach recommended that this suggestion be brought to the attention of the City Commission; and that the only concern he could see for the DDA is the cost and also making sure there is uniformity. City Manager Breuckman said he would be willing to work with whomever to help figure out a project cost for holiday lights/decorations. Discussion held.

McAuliffe reported that the April 15th event was well attended and there was interest from the businesses in moving forward with the DDA. Another meeting will be held in the near future.

Christensen added that the business owners appreciated the fact that there is a forum now for them to be heard as a whole. McAuliffe will provide the Board notes from the meeting on April 15th.

With no further comments or discussion, Chairman Bolach adjourned the meeting at 8:30 p.m.