

MEETING MINUTES
Berkley Downtown Development Authority
Meeting of the Board of Trustees
Berkley Public Safety Building, 2nd Floor Conference Room
Wednesday, February 10, 2016

I. CALL TO ORDER: The meeting was called to order at 8:31 AM with Chair Alan Semonian presiding.

II. DETERMINATION OF ATTENDANCE:

Present: Bridget Dean
Richard Eshman (8:30)
Diane Farrington
Lawrence Gallagher
Alanda Knox
Keith Logsdon
Alan Semonian

Absent: Kathy Abrahamian – *Excused*
Ross Gavin – *Excused*
Karen Koerber – *Excused*
Rob Onesko – *Excused*
Matteo Passalacqua – *Excused*
Margie Simmons – *Excused*

Also present: Doug Deeds, Berkley resident/Beautification Advisory Committee
Dottie Popp, Planning Commission Liaison
David Sabuda, Finance Director, City of Berkley

III. APPROVAL OF AGENDA: On motion by Farrington and second by Logsdon, the agenda was unanimously approved by the Board.

IV. APPROVAL OF MINUTES:

A. Regular Meeting of January 13, 2016: On motion by Farrington and second by Logsdon, the minutes were unanimously approved by the Board.

V. PUBLIC COMMENTS: Deeds reported that he had spoken to DPW Director Schueller about adding two garbage cans to Coolidge near the high school to accommodate trash that the students leave. He has been trying to encourage them to help keep the area clean with an initiative he advertises as “Berkley Pride.” The request will be included in the upcoming budget.

VI. CHAIRPERSON'S UPDATE: Semonian asked again that Board members send him their priorities for the upcoming year, especially now that the DDA budget needs final details and project requests and there will be money to spend.

VII. LIAISON REPORTS:

A. City Council Liaison: Absent – no report.

B. Planning Commission Liaison: Popp reported that the Commission last met on January 26 and unanimously approved the condominium project plan of builder Mark Adler for Harvard. Before their final decision more residents spoke about their concerns, which Popp described as mostly rambling assumptions, and that the Commission was accused of not listening to residents’ concerns. She also noted that Adler had previously addressed all concerns expressed, such as noise, drainage, height of the surrounding wall, and façade improvements on all sides. Council was to vote on the Adler plan at their February 1 meeting.

The Commission also discussed “tourist homes” in Berkley and how, or if, to regulate them. They have asked Vansen to research the issue and see how other communities deal with this type of property.

C. Chamber of Commerce Liaison: The next Chamber Chat will be held at the Berkley Library on February 19 at 8:00 AM.

VIII. New Business:

A. Review of Proposed 2016/17 Operating Budget: David Sabuda – Sabuda mentioned that traffic and parking issues were related to the Adler condo project, and he praised the storm water retention measures that the builder is taking as being forward looking.

He reported that the Budget Committee met the previous week and would meet again on 3/1 to tweak the draft budget he submitted to the Board. A more detailed budget would then be submitted to the Board prior to the 3/9 meeting. He urged all to study the listed projects so that any priorities not listed could be added for full Board consideration. He noted revenue projections are looking good.

Downtown maintenance has been put out for bid. The Committee needs to get numbers for Holiday Lights, which are not currently in the draft budget, and the Robina Rhapsody is not currently in the budget either.

Regarding the Development Plan, work is progressing to amend it. Final numbers for 2016/17 will be needed. Sabuda projected it may be finished by May/June.

IX. UNFINISHED BUSINESS:

A. Budget Amendment (from 1/13/16 meeting): Rodent Control Services: No action was taken at the January meeting on the Budget Amendment for an appropriation of \$500.00 to pay for rodent control in the DDA parking lot between Robina and Griffith just south of 12 Mile. The Maintenance Committee invited DPW Director Schueller to meet with them after the January meeting to discuss the issue. Farrington reported that he felt the “rat problem” had been overblown, especially at that location, as rats can be found all over the city. The businesses that use the common dumpster are doing what they should do, and the committee agreed that it was proper for the DDA to pay the expense of rodent control because it is expected to maintain DDA projects.

On motion by Gallagher and second by Knox, the motion to approve Budget Amendment C, a \$500.00 increase in the street maintenance budget (814 fund) for rodent control services, was unanimously approved by the Board.

B. Robina/12 Mile Project: Review of HRC Traffic Study Report – Although unable to attend the meeting, Passalacqua e-mailed his support for a short presentation to the Board on the HRC Traffic Study. Logsdon noted that HRC was fairly straightforward in its conclusions, in the report, that the closure of Robina at Twelve Mile would not result in an undue increase in traffic on adjacent streets or alleys, or increased left turns. They had suggested a temporary test for at least 30 days, but Logsdon thought a 3-6 month test would give more accurate results. Eshman said the City (DPW) would be putting up the barriers.

Sabuda asked that the cost of the street closing test be submitted to the Budget Committee so it could be added to the draft budget for review. Eshman expressed some of Public Safety’s concerns: drivers using adjacent alleys as through streets, pedestrian traffic, traffic using Robina from the north and south encountering the closure and using residential driveways for turning around or using the alleys and parking lots to get past the closure, even if signs are posted that the road is closed at 12 Mile, among other concerns. Farrington suggested that the mail box across the street from the Post Office next to the alley be moved, because it has always caused alley traffic problems. Eshman also was concerned about the effect on the businesses in the area if Robina is permanently closed.

Farrington asked how the temporary closing would be presented to the community, and Logsdon said they needed to be informed of what was being done and why before beginning the test. Eshman also noted that a decision had to be made of where to stop through traffic (give access to the parking lot and alley or not).

Logsdon noted that this was another reason why wayfinding is important, and people need consistent direction to parking. Farrington suggested adding "free parking" to directional signs.

Sabuda suggested that another location might be an alternative and something to be considered. Logsdon noted that the Robina location was included in the catalytic projects of Berkley's most recent Master Plan.

Semonian then asked if the Board still wanted a presentation on the study, and Logsdon responded that was probably not necessary. He was to find out the cost of a road closing test from HRC and report back.

X. COMMITTEE REPORTS:

A. Maintenance/Beautification Committee: The downtown maintenance contract has been put out for bids. One of the optional projects included in the RFP is power washing the crosswalks at the 12 Mile/Coolidge intersection. Farrington noted that different flowers should be chosen for opposite sides of 12 Mile because of the variation in sun/shade, and she would like to attend the meeting when Schueller meets with the contractors. The committee will meet later in the month and should have a proposal for the Board at the March meeting.

B. Promotions Committee: Semonian reported that the Ladies Night Out group had requested \$500.00 from the DDA for their March event, and that was approved at the committee level. Farrington moved to approve the request, not to exceed \$500.00, Gallagher seconded, and the motion was unanimously approved by the Board. Sabuda asked if the fee included any coordinator fees, which it does not. Logsdon asked Sabuda if this type of expense needs to be included in the plan, and he responded that it does not, as it's under the umbrella of operations.

C. Budget/Finance: Margie Simmons/David Sabuda – No additional report or discussion.

XI. ADJOURNMENT:

The meeting was adjourned at 8:57 AM on motion by Logsdon and second by Farrington.