

# NOTICE

## **DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

The Shelby Township DDA will meet hold its regular meeting on Tuesday, June 9 at 7:00 pm. in the Lobby Conference Room at the Shelby Township Municipal Building at 52700 Van Dyke, Shelby Township. The agenda for the meeting includes the following:

**Call Meeting To Order:** Chairman

**Roll Call:** Secretary

**Approve Minutes:**  
May 12, 2015

**Consultant:**  
**Written Report from Shannon Filarecki re: 24 Mile Rd.**

**Old Business:**

**Discussion Regarding DDA Expansion Plan:**  
Option 1 or Option 2  
Meeting with County  
Other Projects to add to list provided by Carmine  
Next steps

**New Business:**

**Treasurer's Report:**  
Financial Report  
Gene D'Agostini

**Committee Reports:**  
**Economic Restructuring & Design**  
Jeff English  
**Organization**  
Pat Rabaut-Miller – Negotiation of Office Space  
**Promotion**  
Kevin Karwowicz

**Comments:**

**Correspondence:**

**Future Agenda Items:**

(586) 731-5100 **Charter Township of Shelby** (586) 726-2731 TDD  
Individuals with disabilities requiring auxiliary aids or service at the meeting should contact  
the Shelby Township Clerk's Office at 586-731-5102, TDD 586-726-2731



**Charter Township of Shelby  
Downtown Development Authority**

**Meeting Minutes – May 12, 2015  
Shelby Township Municipal Building  
52700 Van Dyke – Shelby Township, MI 48316  
(Lobby Conference Room)**

**Call to Order:** Chairman Greg Gagnon called the meeting to order at 7:02 p.m.

**Members Present:** Eugene D'Agostini, Jeff English, Greg Gagnon, Bill Hellebuyck, Kevin Karwowicz, Pat Rabaut-Miller, Jeff Swartz

**Members Absent:** Paula Filar, Rick Stathakis

**Guests Present:** Glenn Wynn from Planning & Zoning and Carmine Avantini

**Approval of Meeting Minutes:** Motion by Jeff English to approve the meeting minutes from April 14, 2015, seconded by Kevin Karwowicz. Motion carried.

**Consultant Update:** Carmine Avantini gave updates about the DDA district and the expansion possibilities. He praised Glenn Wynn and Matt Schmidt for their assistance. In regards to tax capture, we are at a negative \$7,185,799. The biggest challenge is the Personal Property Tax because businesses with less than \$80,000 in assets are exempt. Personal property taxes cannot be excluded from capture. There are two options. One option is to update the current plan with the boundaries as they are and reset the base values. The taxing jurisdictions would not be able to opt out. The second option is to update the DDA plan with the expanded boundaries then reset the base values. This will increase our ability to capture value, but the taxing jurisdictions will have the opportunity to opt out. If this option is chosen, it would be a good idea to meet with the bigger taxing jurisdictions, such as the County, to educate them about this plan. The expansion includes the Van Dyke area from 25 to 26 Mile Roads. The values that can be captured with potential businesses in this area amount to about \$18 million. This would equate to about \$280,000 per year of additional revenue. We do not need approval to reset the tax base.

Jeff English asked Carmine what his personal opinion is on where we stand. Carmine felt that for an additional 25% increase in taxable value, at minimum, talk to the County to present what we would like to do with this extra money. We have a good relationship with Macomb County. There was discussion regarding lowering the tax base and how this might affect the other taxing jurisdictions.

Greg Gagnon asked if the meeting/presentation between the consultant and the County is included in the DDA budget. Carmine explained that this is part of Task 2 which is part of the hourly estimate. The update is part of Task 3. Therefore, the budget would not have to be increased. Glenn Wynn mentioned that they might be able to offer some staff support since Planning & Zoning is in process of hiring another planner.

Carmine Avantini proceeded to go over the DDA project list. State law says that you can capture taxes and spend it, but you have to put in your plan where you are spending it and give cost estimates. The project list includes the following:

- 1) Gap Funding
- 2) Public Spaces
- 3) Develop a DDA Marketing Effort & Prepare Promotional Materials
- 4) DDA Property Acquisition
- 5) Parking Improvements
- 6) Streetscape & Entryway Improvements
- 7) Infrastructure Improvements
- 8) Public Buildings

Carmine asked everyone to review this list and come up with any other projects that can be added. Tax capture tables still need to be prepared.

There was discussion about the possibility of obtaining grant money from the State.

**OLD BUSINESS:** Jeff English talked about his meeting with the Macomb County Road Commission and the desire to get on the Township Board Meeting agenda. He mentioned that there had been an issue with the width of the proposed median, so they came up with a compromise of 15 feet. The median will have brick-pavers with trees and planters. Landscaping will be on the sides of the road. Shannon from Fazal Khan will meet with Ric-Man to get pricing. Jeff English will have drawings of this project for the next meeting.

**NEW BUSINESS:** Nothing.

#### **TREASURER'S REPORT:**

**Financial Report:** No activity to report.

#### **COMMITTEE REPORTS:**

**Economic Restructuring & Design:** Nothing to report.

**Promotion:** Kevin Karwowicz has been promoting the DDA on Facebook.

**Organization:** Pat Rabaut-Miller went to the Township DDA office and noticed that most of the office space is utilized by the Township, not the DDA. She also met with Kevin Karwowicz to talk about the possibility of getting an intern for the DDA. Pat felt there was an advantage to having the office space, especially if they get an intern. Gene D'Agostini said that having office space for files is a necessity. The DDA should renegotiate the amount of money spent on renting this space.

Pat passed out a packet of Shelby Township Downtown Development Board Processes that she had recently updated. It contained contact information and other information pertinent to the DDA. A booklet that was made to promote and educate businesses about the DDA was also handed out. It talks about the history, shows a DDA map, gives the background, has community information, and Township services. She also had other information and newsletters about the DDA that had been created in the past.

**COMMENTS:** None.

**CORRESPONDENCE:** Nothing.

**FUTURE AGENDA ITEMS:**

Motion by Jeff English to adjourn the meeting, seconded by Jeff Swartz. Motion carried.

DRAFT