

**OSHTEMO CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS**

**MINUTES OF THE SPECIAL MEETING HELD FEBRUARY 22, 2018**

The Oshtemo Charter Township Downtown Development Authority (DDA) Board of Directors held a special meeting on Thursday, February 22, 2018. The meeting was called to order at approximately 12:00 p.m. at the Oshtemo Community Center, 6407 Parkview Avenue.

Members present: Bruce Betzler, Themis Corakis, Libby Heiny-Cogswell, Julie Hite, Rich MacDonald, Jack Siegel, Maria Dacoba, Ethan Sivewright, Grant Taylor, and Dick Skalski.

Members absent: Mike Lutke

Also present: Julie Johnston, Oshtemo Township Planning Director

**Approval of Agenda**

Chairperson Taylor asked if there were any changes or deletions to the agenda. Hearing none, requested a motion. Mr. Skalski moved to approve the agenda as presented. Mr. Corakis supported the motion. The motion passed unanimously.

**Car Wash Demolition**

Ms. Johnston indicated that the Oshtemo Methodist Church has requested the value of the car wash property be resolved prior to executing the demolition contract with Pitsch Companies. The Letter of Understanding signed by the Church and the DDA stated the following:

Provide land from the Subject Property equal to the cost of the demolition and re-paving. The amount of land to be provided shall be determined by the percentage of the estimated cost of the project of \$28,400 against the true cash value of the Subject Property established by the Township Assessor, which is \$240,052. The percentage of land required is 12 percent of the total available square footage or 4,123 square feet of the 34,357.5 square foot lot.

Project costs have increased slightly since that time and final costs can only be anticipated as the demolition and paving are not complete. However, we anticipate the costs to be as follows:

Environmental Assessment	\$2,700
Removal of Liquid Chemicals	\$1,200
Demolition (Pitsch) Estimate	\$19,000
Repaving of Demolition Site (Estimate)	\$8,000
Total:	\$30,900

Based on these numbers and under the original agreement, the Church would be required to provide 4,398 square feet or 12.8 percent of the property total.

The Church has indicated they would like the property to be valued at \$300,000, which would reduce the amount of property to be exchanged to 10 percent or 3,435 square feet. The difference between the two scenarios is about 2 to 3 percent of their property.

The total cost to the DDA for the demolition will be closer to \$40,000 when including the fees to bid the project. The expenses to date include the environmental assessment, two bid processes and removal of the liquid chemicals for a current total of \$12,890.55.

In addition to the property value, the property line re-description needs to be agreed upon. Staff provided the Church the provided map based on their desired \$300,000 property value. They requested staff minimize the loss of frontage on Stadium Drive, which we have done. However, this also needs to be acceptable to the DDA.

Mr. MacDonald indicated the reason the DDA took on this project was to reduce the blight in the area, which is an eligible expense. The exchange of property for a project that both the DDA and property owners would like to see completed is a win for the DDA. He recommended not getting into a discussion on the actual value of the property and instead state that the Township has valued the property at \$240,052 but the DDA will agree to a stipulated value of \$300,000 for the purposes of this project. Making a clear determination of actual value requires an extra level of due diligence, which is not really needed to meet the overall goal of this project.

Mr. MacDonald made a motion that the stipulated value of the property would be \$300,000 for this project and the property line re-description would be completed as outlined in the provided aerial map.

Ms. Heiny-Cogswell indicated she had some concerns about the property line re-description. Based on the current corner lot design plan, existing lot lines and alignment of Stadium Drive, she recommends a change to the property line re-description where the new property line is more perpendicular to Stadium Drive. The parking lot should be perpendicular to the street, meaning the western lot line should also be perpendicular to the street and more parallel to the existing property lines.

Ms. Johnston indicated the current map shows the new property line running true north.

Mr. Betzler supported this recommendation, indicating it would align better with the church.

Chairperson Taylor asked if everyone was comfortable with the requested value of \$300,000. Members agreed that this was acceptable.

Mr. Corakis had a question regarding the drive from 9<sup>th</sup> Street. That area tends to hold water and the drain works but is slow. Ms. Johnston indicated that if it is on the church's property, it would remain their responsibility.

Ms. Johnston did indicate that the development of parking lot and the cross-access agreements still need to be resolved this spring when the paving is completed. The DDA will likely still need a cross access agreement to allow for maintenance of the corner property.

Ms. Heiny-Cogswell stated she thought the church would accept the revised property line re-description because it seems like the north area of the lot is used for parking the church holds their events.

Ms. Johnston indicated that the church asked for more of the property to be taken from the northern area of the parcel, leaving just enough space for the access drive, and minimize the amount taken from the eastern portion of the lot and frontage on Stadium Drive. She said she would take the revised layout to the church but wasn't sure if they would sign off. But, stated she would try to help them understand that the revised configuration would work better for their parking lot layout.

Chairperson Taylor indicated that the task today was to approve the stipulated value at \$300,000 and to give staff the flexibility to work with the church to revise the property line re-description map, but ensuring the required square footage is exchanged. He continued by asking Mr. MacDonald if he was willing to amend his original motion.

Mr. MacDonald agreed to amend his original motion to include the revised language that the new west property line would be perpendicular to Stadium Drive but allowing flexibility for staff to work with the church on the final property line re-description. Mr. Betzler supported the motion. The motion carried unanimously.

### **Announcements and Adjournment**

There being no further business, Chairperson Taylor adjourned the meeting at approximately 12:35 p.m.

Oshtemo Charter Township  
Downtown Development Authority

Minutes Prepared: March 6, 2018  
Minutes Approved: May 17, 2018