

CHARTER TOWNSHIP OF WHITE LAKE
Approved Minutes of the Special Board of Trustees Meeting
August 1, 2019

Supervisor Kowall called the meeting to order at 5:15 p.m.

Present:

Board of Trustees: Rik Kowall
 Mike Powell
 Terry Lilley
 Scott Ruggles
 Andrea Voorheis
 Mike Roman
 Liz Smith

CCDC: Merrie Carlock
 Tony Madaffer
 Debbie Dehart
 Jim Christopher
 Curtis Martin

Also present: Police Chief Keller
 WLT Planning Director Sean O'Neil
 WLT Staff Planner Jason Iacoangeli
 WLT DPS Director Aaron Potter
 Mike Leuffgen, J & A/DLZ
 Nicole Gerou, DLZ
 Eric Beaulieu, DLZ
 Sherri Ward, Recording Secretary

Absent: JP Arens

APPROVAL OF AGENDA

The agenda was approved as presented.

PRESENTATION

A. Civic Center Development Committee Update

Supervisor Kowall noted that tonight we'll do a presentation for the CCDC update. We've been meeting since November and we've had great interviews with the

companies interested in partnering with us for marketing, etc. It's so important to reach a point of what the Township needs are first, and this was reinforced by those meetings. DLZ came to light after joining J&A. It's a long-standing relationship, with the best interest of the Township.

Mr. O'Neil stated that this group of volunteers helped to advance what we would like to see, to help the process move along. The first meeting was in November 2018, and now 9 months later we are trying to advance. We will follow the same scope of service as the public safety building. Until we can analyze the needs and space available (square footage and acreage), how much of the property can we dispose of. The plan is for a mixed-use district and there should be a way to pay for it by turning it over to private use. We will take the steps that need to be taken, and then begin to market the property. Currently we need to catch the general Township up with the public safety side.

NEW BUSINESS

A. Consideration of the DLZ Contract for Feasibility Study

Supervision Kowall would like to have Mike Leuffgen do the introductions. Mr. Leuffgen thanked Supervisor Kowall for his words about the relationship which began in 1960. They have new capabilities with DLZ, and the proposal will bring this to the forefront. They are happy to be able to serve us further.

Mr. Beaulieu noted the capabilities of DLZ. DLZ can provide full service architectural and engineering services. DLZ compliments J&A's services and has offices throughout Midwest (Detroit, Lansing, and Waterford. 95 to 98% of their work is in the public sector (governmental agencies) and they understand fiscal responsibility. They have been in business for 103 years. Mr. Beaulieu heads up the architectural group at DLZ.

The initial step is the feasibility study. DLZ recently did a feasibility for Macomb County for a vehicle maintenance facility.

For the Township project, DLZ will be following a similar approach. They will develop questions for department heads, what we have now and what we need in the future. They will meet with each department head to find out how we operate, who communicates with who for adjacencies. Once that information is gathered, they will develop a space program, and sizes for those spaces (parking, garages for equipment, etc.). The program also includes information about equipment, furnishings, environmental features, energy savings, etc. The final step is the conceptual plan for the town hall and surrounding site (floor plan, program, site plan).

Supervisor Kowall noted that this will take us forward and put us into the next phase. He appreciates all the boards, especially the CCDC.

Clerk Lilley appreciates the dedication of the committee, there is lots of time and work behind the scenes. There's been a lot of time and discussion. The next process with DLZ is kind of exciting to see something more visible for residents to be able to see concepts. He's really in support of the proposal from DLZ, it's going to be really positive.

Treasurer Roman noted that he sat in on a few meetings, and he also wanted to thank the CCDC for their time and input.

Trustee Powell thought that we did a previous spatial study for the Township Hall. There was a study put together previously, and nothing has changed much with the current building, except it has deteriorated further. Going forward, what needs to be touched on is staff requirements.

We need to put a program in place for today's needs. Some of the old study can be used, but not most. We weren't looking at it as we will be looking at it now. Trustee Powell said the main reason he is asking is the price, and wondering why we're doing it over again. Some portions have already been done, most of the rest of the stuff needs to be done. Trustee Powell noted that we've been here a long time, with lots of turnover and he's not convinced that our department heads really know what they need. They may want some suggestions and do you anticipate making suggestions to the department heads? Mr. Beaulieu said yes, that is part of the process. The first step is to understand what we have now and who makes up the Township now and where each department is heading. Trustee Powell stated that regarding the site itself he would hope that they are full service and will sell it for the private sector too with walkability and the density needed to make it work and get some tax revenue back too.

Clerk Lilley noted that the study that was done previously was based on the hope of getting the property on Elizabeth Lake Road, but in the back of our minds then we wouldn't really get there. The previous plan was to redo the current Township building.

Supervisor Kowall wants the board, the members and the public to understand that the previous Supervisor and board wanted to do the study and it was a great tool. It would have been \$1.7 to \$1.8 million to bring the building up to code without adding 1 square foot of space, plus an additional \$4 million in renovations. It would be a total of \$5 million to redo this building back when the study was done. It wasn't a direction we were going, there is no room for expansion. Supervisor Kowall reflected on that report more than one time and it motivated him to go after the new property. It's time to move somewhere else and put the current building on the tax rolls.

Trustee Powell noted that we have some very big holes to hold storm water and we should come up with some creative ways to deal with storm water. He's hoping with everything in one office, we can design with all these items in mind. Supervisor Kowall noted that this was discussed during the CCDC meetings and we're going to reach out to our neighbors to make this something beneficial to all. Mr. Leuffgen stated that just by giving it an outlet we could half the storage requirements. Even with the Kroger basin, there is a lot of opportunity to free up some property. DLZ could do a watershed hydrology study of the area and we could reclaim a lot of property by doing that. Supervisor Kowall stated that this is starting to build steam.

Treasurer Roman asked DLZ if they are just concentrating on the Township buildings or the entire piece of property? Mr. Beaulieu said that this is focused on the Township sites. Supervisor Kowall stated that we need to look at what the Township need are, then we'll determine what is marketable. Then we may look at a partner for development.

Trustee Powell noted that the 57 acres that will be acquired can't be developed except as a park plan. Can we be creative enough with the park to help out with the storm water? Can we move water feature off ours and onto the park property? Ms. Carlock noted that it may be possible to have wetlands with a boardwalk. This could be talked about in the CIP, but they may be limited and this will have to be approved by the DNR. The dovetailing of this process will be extremely critical.

Supervisor Kowall stated that right now the nuts bolts need to be decided by the people who have the tools. We need to have the best and the brightest. Ms. Carlock wants to make sure that we're looking at a building that could serve the Township for 50 years and be expandable. What do other Townships have.

Clerk Lilley wanted additional clarification. Your efforts are concentrated on the Township facilities? Mr. Beaulieu stated that, yes, that is correct. DLZ wants to help layout the road, and utility network with concentration on what the Township facility needs are. Supervisor Kowall noted that it's a general snapshot of the land, there will be a lot of oversight for future private development. Ms. Gerou stated that they would be negligent to not look at the big picture.

Supervisor Kowall noted that Redstone is in a holding position until we get the Township space identified and whatever road networks are needed for access to the park. It's really important to get this part.

Treasurer Roman disagrees on one item, if we're going to pick out a finalist for the marketing of the property (Plante Moran, etc.) – why not have them help DLZ? Supervisor Kowall said there's merit to that but we're not quite there yet. They all asked what our needs were and we need to get our ducks in a row first. Mr. Martin noted that it would be great if we could pick a little bit of each company. We needed to

take further steps before we could get there, so we took a step back. Mr. Leuffgen said that this will show what is available.

Ms. Smith noted that she would appreciate more communication between the WLT Board of Trustees and the CCDC because we're 9 months in. More emails or minutes, etc. She wants to move cohesively together; our vision is harmonious.

Supervisor Kowall said that this committee comes from all walks and all talks. The meeting minutes are available, and he wants to be very transparent. Ms. Smith feels that our board needs concrete decisions so we can be as productive as possible. Trustee Powell asked if we can have a monthly agenda item to be updated on the CCDC? Supervisor Kowall said yes, probably starting with the September meeting. Supervisor Kowall suggested that Trustee Powell be a liaison to the board. The goals have to be advanced to a certain point.

It was MOVED by Clerk Lilley, SUPPORTED BY Treasurer Roman to approve the contract with Johnson & Anderson/DLZ for a Needs Assessment and Space Programming and Site Analysis and Concept Design for the Civic Center Development District at a total cost of \$ 29,400. The MOTION CARRIED by roll call vote (Kowall/yes, Powell/yes, Lilley/yes, Ruggles/yes, Voorheis/yes, Roman/yes, Smith/yes).

Supervisor Kowall stated that he would like to have \$25,000 available in ancillary funds for any studies that need to be done such as hydrology. Trustee Powell would be in favor of \$ 10,000. Clerk Lilley said his concern is to see us do bills at the board meeting for these types of expenses.

It was MOVED by Trustee Powell, SUPPORTED BY Supervisor Kowall to authorize the Supervisor to sign a contract for up to \$ 10,000. for studies necessary for the for the Civic Center Development District. The MOTION CARRIED by roll call vote (Kowall/yes, Powell/yes, Lilley/yes, Ruggles/yes, Voorheis/yes, Roman/yes, Smith/yes).

PUBLIC COMMENT

No public comment.

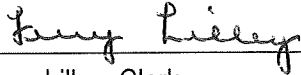
ADJOURNMENT

Supervisor Kowall thanked everyone for coming. Trustee Powell thanked J&A/DLZ.

Trustee Ruggles and Trustee Voorheis commented that the work done so far is good and they don't need to micromanage everything.

The meeting was adjourned at 6:20 p.m.

I, Terry Lilley, the duly elected and qualified Clerk of the Charter Township of White Lake, County of Oakland, State of Michigan, hereby certify that the foregoing is a true copy of the August 1, 2019 regular board meeting minutes.



Terry Lilley, Clerk
White Lake Township
Oakland County, Michigan