

CITY OF HUDSONVILLE
DOWNTOWN DEVELOPMENT AUTHORITY


MEETING MINUTES
October 5, 2016

Voting Members Present: Dale Sall, Mayor Mark Northrup, Larry Gemmen, Jack Groot, Doug Butterworth, Ken Jipping, Philip Koning, Greg Slater, and Dr. Brad Dykstra.

Non-Voting Attendees: Jan Syswerda, Dan Strikwerda, Michelle Fare and Patrick Waterman.

Voting Members Absent: Steve Guikema

Non-Voting Absent: None.

1. Call to Order:
Vice-chairman Gemmen called the meeting to order at 7:35 a.m.
2. Minutes:
There was a motion by Dykstra, support by Slater, and unanimous approval to accept the minutes of the September 6, 2016 meeting.
3. Finance:
The financial reports were provided to the board for informational purposes and reviewed by Syswerda. The Harvey Street easement and Terra Square expenses are reflected in the Capital Outlay line item.
4. Quality of Life project updates:
Fare shared an update on the quality of life projects. She noted that the city should have possession of the building by November. She also noted that \$92,850 has been raised so far. Fare also shared an update on the grant applications submitted for the Buttermilk Creek Trailway project.

In addition, Waterman shared that the Holland BPW is working on their metro permit to start installing the fiber network.
5. Update on 3225 Prospect
Fare reported that a letter was mailed to all three interested parties requesting a proposal including proposed rental rate be submitted by October 7.
6. Update: Development Support Policy:

Fare presented the draft development support policy that could be used as an incentive for developers. There was a motion by Jipping, support by Northrup, and unanimous approval to adopt the development support policy. The board noted interest in considering a façade improvement incentive program in the future.

7. Community Event Sponsorships:

- There was a motion by Dykstra, support by Sall, and unanimous approval to participate with a community event sponsorship at the Gold level for \$1,000 for calendar year 2017.
- There was a motion by Koning, support by Dykstra, and approval to contribute \$1,500 to the tree lighting ceremony hosted by RE/MAX Premier, with the condition that more lights are included on the tree. Sall abstained from the vote.

8. Private Project Updates:

- Vitales outdoor seating is done
- Pizza Ranch is under construction
- A welding school is proposed for the south end of town
- Meijer is still proposed for 2018

9. Adjourn:

The meeting adjourned at 8:35 a.m.

Respectfully Submitted,

Michelle Fare
DDA Director