

**CITY OF HUDSONVILLE**  
DOWNTOWN DEVELOPMENT AUTHORITY  
 **HUDSONVILLE**

MEETING MINUTES  
September 6, 2016

**DRAFT**

Voting Members Present: Mayor Mark Northrup, Larry Gemmen, Ken Jipping, Greg Slater, and Dr. Brad Dykstra.

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

Voting Members Absent: Philip Koning, Steve Guikema, Doug Butterworth, Dale Sall, and Jack Groot.

Non-Voting Absent: Michelle Fare.

1. Call to Order:  
Vice-chairman Gemmen called the meeting to order at 7:30 a.m.
2. Minutes:  
It was mentioned to add Jack Groot as a non-voting attendee, and that he was welcomed on becoming a new DDA member. There was a motion by Northrup, support by Dykstra, and unanimous approval to accept the revised minutes of the August 3, 2016 meeting.
3. Finance:  
The financial reports were provided to the board for informational purposes and reviewed by Syswerda. There was a Nature Center cost in the TIF fund, and another cost in the operating fund that should be in the TIF fund that Syswerda is going to check.
4. Quality of Life project updates:  
Waterman shared an update that \$67,850 has been raised for the Terra Square project and he shared the plaques that will be going on a prominent wall in the building. He mentioned that Fare submitted a \$10,000 grant to the Hudsonville/Jenison Community Foundation and a \$50,000 grant to Consumers Energy. Sonder Provisions' Nick Rusticus will be in town next week. He will go to the City Commission and a Chamber meeting if you want to meet him. Rental rates for Terra Square have been set by the City Commission. There have been some signups for the cowork space and the event space. The website and video will be launched to the public on Monday. Liquor can be catered by a locally established agency.

Waterman shared the updated Harvey Street extension drawing. The entire Harvey Street extension right-of-way has been acquired.

Buttermilk Creek Trailway underpass grants have been requested with others being submitted. The city engineer is completing design work based on recommendations for getting grant approval.

The Chicago Drive landscaping plan has been tentatively approved but will need to be adjusted to match a Service Drive redesign for additional parking.

5. Discussion: Letter from Nick Ensley:

Strikwerda mentioned the DDA's parking lot that is available. It was rented for auto sales in the past. There was consensus to rent it out again. A new tenant would need to cover liability insurance cost. What to charge was discussed. The suggestions were to bid it out or select one of the interested parties. If it goes out for bid, it was recommended to add a clause that the highest bidder does not need to be selected.

6. Update: Development Support Policy:

Groot, Koning, Fare, and Waterman met to develop a proposed incentive program that will provide a reimbursement of TIF captured money for development projects.

7. Private Project Updates:

- Pizza Ranch has started construction.
- DJ's Pizza is almost done their outdoor patio. This project is going to the ZBA regarding the fence.
- Vitale's is nearing completion for their addition, which includes an outdoor patio.
- The proposed Summer Creek subdivision received their DEQ permit.
  - o The plans include a new city park on the east side of Buttermilk Creek with a pathway along the creek.
  - o The pathway received preliminary approval for additional funding. It would be built at no cost to the city.
  - o The next step is to submit the pathway project to MDOT.

8. Adjourn:

The meeting adjourned at 8:25 a.m.

Respectfully Submitted,

Daniel J. Strikwerda, AICP  
Planning/Zoning Director