

CITY OF HUDSONVILLE

DOWNTOWN DEVELOPMENT AUTHORITY MEETING MINUTES

April 22, 2015

DRAFT

Voting Members Present: Doug Butterworth, Dr. Brad Dykstra, Steve Guikema, Joel Keegstra, Philip Koning, Dale Sall, Greg Slater, and Mayor Don Van Doeselaar

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

Voting Members Absent: Larry Gemmen, and Ken Jipping

I. Call to Order:

Chairman Sall called the meeting to order at 7:30 a.m.

II. Minutes:

There was a motion by Dr. Dykstra, support by Mayor Van Doeselaar, and unanimous approval to accept the minutes of the March 17, 2015 meeting.

III. Finance:

1. Balance Review:

Sal reviewed the current status of the 2014-2015 TIFA and DDA financial statements.

- The current DDA operating budget has a fund balance of \$22,452.02. There is \$29,032.35 cash on hand.
- The TIF has a fund balance of \$1,524,661.46. There is \$676,648.39 cash on hand.

2. FY 2015-2016 Budget:

Waterman reviewed the proposed 2014-2015 TIFA and DDA budget.

- There was a sharp decline in TIFA fund revenue due to the completion of paying off the bond for downtown improvements.
- There is a loss of income from personal property taxes change since smaller businesses no longer pay personal property taxes.
- Counties have shown interest in being able to opt out of paying into DDA's in Michigan. If that happened the city would only be collecting its own money.
- Funds are included in the budget for project renderings, the new tree lighting ceremony, and converting Chicago Drive lighting to high efficiency LED fixtures.
- The TIFA budget shortfall is due to the Chicago Drive lighting conversion.
- A line item is included for future capital projects to be determined at a later date.

There was a motion by Koning, support by Dr. Dykstra, and unanimous approval to

accept the 2015-2016 TIFA and DDA budgets as presented.

IV. Executive Director position:

Waterman recommended Michelle Fare to be appointed to the Executive Director position of the DDA, which is provided for in the DDA ordinance. He noted her role with the Chamber was similar, and that her skills would lend themselves well to a similar leadership position for the DDA. He also noted that she would still maintain certain responsibilities for the city, and that Dan and he would still be involved with the DDA.

There was a motion by Koning, support by Butterworth, and unanimous approval to recommend to the City Commission the appointment of Michelle Fare to the DDA's Executive Director position, at the established compensation level.

V. DDA property acquisition discussion:

There was a motion by Dr. Dykstra, support by Slater, and unanimous approval to go into closed session.

There was a motion by Dr. Dykstra, support by Mayor Van Doeselaar, and unanimous approval to go back into open session.

There was a motion by Dr. Dykstra, support by Van Doeselaar, and unanimous approval for a \$68,400 offer for 3233 Prospect Street.

VI. Other business

- Strikwerda gave an update on expansions and improvements taking place around town, including:
 - DJ's Pizza expanding. They purchased a liquor license, so it doesn't count against the city quota. They want a permanent outdoor patio.
 - There will be a couple expansions this summer at the Elmwood Commerce Center for Hudsonville Family Dentistry and Vitale's.
 - A couple pathways received funding. In 2016 for Barry Street to 22nd Avenue that will link to the Kenowa Trail, and in 2017 through the former Summergreen Golf Course that will be a part of the Buttermilk Trail.
 - A couple restaurant businesses have expressed interest in moving into the downtown.
 - Next month Gettin' Fresh food truck plans to start operating on Sunday mornings at the White Flame.
 - Love INC will be breaking ground this spring.
 - Action Water Sports is expanding their business and opening a wake board park.

VII. Adjourn

The meeting adjourned at 8:20 a.m.

Respectfully Submitted,
Daniel J. Strikwerda, AICP