

Downtown Development Authority Meeting - Minutes

September 19, 2017 – 7:30AM

DDA Members Present: Tom Zuniga, Bern Scholma, Mark Alderink, Tom Hovingh, Adam Elenbaas, Ross Stevens, Jeremy Borgman, Steve Spriensma

Absent: Pierce Roon, Terry Vissers, Rence Meredith, Ryan VanderGraaf, David VanderWall

Agenda

1. Opportunity for public comment:
 - No public present, hearing none, public comment closed.
2. Approve minutes of the May 16, 2017 meeting:
 - Motion to approve by Scholma, Elenbaas support, motion **Approved**.
3. Approve minutes of the June 20, 2017 meeting:
 - Motion to approve by Hovingh, Alderink support, motion **Approved**.
4. 52nd Ave. sidewalks:
 - East side within current TIF – Member discussion approx. \$300,000 estimate rolled to 2018
 - Cost estimate for Bridge – Member discussion approx. \$120,000 for the east side, remainder for the west side.
 - Additional member discussion regarding sidewalk gaps around the township, those mentioned to be finished in the future included: 52nd Ave., 52nd Ave to Jordan, 64th Ave (Henry St. to M45), 68th Ave. (Maplebrook – Pierce).
5. 2018 Budget Proposal:
 - Members reviewed proposed 2017 REV & EXP – 2018 Budget. Discussion regarding Park Improvement line item of \$40,000. Suggested to be comprised of \$30,000 to park paths, \$5000 to park Master Plan, \$5000 to park improvements, benches, or other appropriate items. Discussion regarding General Marketing line item proposed to be \$150,000 comprised of M-45 banners, seasonal banners will need replacement, estimated \$20,000. Suggested American flag placement on M45, estimated to be approx. \$30,000. Enhancement Grant Program \$100,000. Discussion for Future business to create a standard template & process for Enhancement Grant applicants. Member discussion for line item Infrastructure Costs proposed for \$600,000, comments regarding sewer on 56th to be removed. Suggested to add line item and comments for \$100,000 for future property purchase.

Motion to approve 2018 Budget Proposal by Borgman, support by Scholma, roll call vote as

follows: Zuniga – Yes, Scholma – Yes, Alderink – Yes, Hovingh – Yes, Ellenbaas – Yes, Stevens – Yes, Borgman – Yes, Spriensma – Yes. **Approved.**

6. Future Business:

- Enhancement Grant Program – create standard process
- Review DDA Bylaws
- 56th Ave Lift station

7. Public Comment: - No public present, hearing none, public comment closed.

8. Next meeting: November 21, 2017 at 7:30AM.

9. Adjourn: Motion to adjourn made by Scholma, support by Zuniga to close the meeting. Meeting adjourned at 9:45 AM.