

Minutes of the Meeting of the Downtown Development Authority  
Tuesday May 16, 2017 at 7:30 am  
Allendale Charter Hall

DDA Members Present: Adam Elenbaas, Mark Alderink, Jeremy Borgman, Pierce Roon,  
Bern Scholma, Ross Stevens, Terry Vissers, Tom Zuniga, Rence Meredith

Also Present: Bruce Penzia-Fliess & Vandenbrink

Absent: Tom Hovingh, Steve Spriensma, Ryan VanderGraaf, David VanderWall

1. Borgman gave opportunity for public comment. There was none.
2. Borgman asked for approval of the March 21, 2017 meeting minutes. Alderink voiced his disappointment with the way meeting minutes are conducted. He would like to see more discussion included instead of a shortened version. Board encouraged him to make a motion to add the changes.  
Alderink requested the following to be added to line item 7 of the March 21 meeting minutes: A motion was made by Alderink to contribute \$20,000 to the C.O.C. to help fund the directory but this motion died on the floor for lack of support.  
Alderink also requested the following to be added to line item 5 of the March 21 meeting minutes: Attendance requirements were discussed including the importance of members attending at least 3 meetings per year.  
A motion was made by Alderink, supported by Zuniga to approve the March 21, 2017 meeting minutes with these additions. **Approved**
3. Project updates were discussed. The band shell is now finished; just waiting on the electrical portion to be completed. Elenbaas gave an update on 64<sup>th</sup> Ave. improvements North of Lake Michigan Dr. Project out for bids now and working through the final stages.
4. 2017 Budget items discussed included a budget amendment to move \$28,000 from Infrastructure costs to Property Purchased for Easement. A motion was made by Alderink, supported by Scholma to remove \$28,000 from infrastructure costs line item and place it in Property Purchased for Easement line item. **Approved**

Also discussed was the 52<sup>nd</sup> Ave. sidewalks and the safety issue it poses by not having them. Only the East side of 52<sup>nd</sup> is within the current TIF this year. The West side sidewalk paving will be considered for the future. Options of what areas to pave were discussed including south of Tim Hortons and across the bridge. There are also areas south of the bridge that have private residences that need to be taken into

consideration. Elenbaas asked if the funding needs to be approved if the sidewalks are done before the 4<sup>th</sup> of July and the board agreed it did.

The final budget item discussed was the Enhancement Grant Program. There is 1 applicant currently (Daily Deals) that will need to be reviewed. Borgman asked for clarification of the current application process, the subcommittee's role, and who the subcommittee members are. Vissers gave information on the program guidelines he had in his possession. Discussion on whether or not to give the role back to the Chamber of Commerce. A motion was made by Alderink, supported by Vissers to hold a special meeting on June 20<sup>th</sup>, 2017 to receive and approve the Enhancement Grant applications and approve funding support. **Approved**

5. Future business discussed include the future of the DDA and the direction the members would like to see it progress. Members asked for a copy of the by-laws for review and Elenbaas said he would get a copy to them all. Borgman asked that each member be ready to discuss these by laws and their input at the July meeting.

Borgman also asked members to think about the streetlight projects on Pierce and West Campus and also road resurfacing in general. Do you want to continue to act on road resurfacing? This needs to be addressed in the future along with the 56<sup>th</sup> Ave. lift station.

6. No financial updates to address at this time.
7. Opportunity for public comment was given. Bruce Pindzia thanked the DDA for the opportunity to speak. Commended the board for the transparency they exhibited.
8. A motion was made by Elenbaas, supported by Scholma to close the meeting. Meeting adjourned at 9:00 am. The next meeting is scheduled for July 18, 2017 at 7:30am.

Respectfully submitted,

Shelly Kowalczyk  
Acting Recording Secretary