

**DOWNTOWN DEVELOPMENT AUTHORITY
APPROVED MINUTES**

January 9, 2020

Chairman Sochocki called the Downtown Development Authority meeting to order at 8:05 A.M.

PRESENT: John Miedema, John Milan, Jeff Mossel, Charlene Nowlin, Paula Robison and Mark Sochocki

EXCUSED: Bob Patterson

ABSENT: Randy Ostrander, Clinton Zimmerman

ALSO PRESENT: Heather Bowman, Director of Public Works, Aaron Kuhn, City Treasurer.

There was no one in the audience.

ADDITIONS TO THE AGENDA

2019 Farmer's Market Report
Downtown Parking

APPROVAL OF MINUTES

MOTION

Moved by Milan, seconded by Mossel, to approve the DDA minutes of the informational meeting and regular meeting from October 10, 2019.

Motion passed unanimously.

FINANCIAL REPORT

Aaron Kuhn presented the Quarterly Financial Report for the period of October 1, 2019 thru December 31, 2019.

DDA TIF capture was initiated and totaled \$3,681.27 for the winter taxes.

Revenues for the quarter totaled \$7,700. A large portion was the TIF capture and reimbursement from Spectrum Health for vendor prescriptions. Expenditures for the quarter were \$19,800; mainly consisting of a transfer to DBA, downtown decorations, and other discretionary expenditures.

The year-to-date net income is \$13,300 for the last 6 months. The fund balance is a little over \$30,000.

NEW BUSINESS

2019 Farmer's Market Report

Heather reported on behalf of Josh Pyles and provided a 2019 Farmer's Market Report. Spectrum Health prescription vouchers were down from over 5,000 in 2018 to 2,800 this year. Bus rides increased from 700 to over 1,000. Health screens decreased, but healthy food samples increased. There were 86 new Bridge Card users, but Senior Project, SNAP, and Double-UP Food Buck usage decreased. Total food assistance redeemed when down from \$22,000 to \$16,000.

Perry Ave. Banners

There is a sign on the south side of the road in the 700 block of Perry Ave. with 3 banner poles standing behind the sign. The banners need to be replaced annually due to wear. The company that is used for the banners, Consort, no longer offers the style banner that we currently use. Marlies Manning is working on a design for a new style banner to go up that will work with the new track system. Hopefully the new design will keep from having to replace the banners so frequently. The DDA and DDA contribute to funding the banners as they are part of the Hyatt-Palma wayfinding blueprint from several years back.

Downtown Pavilion

Previously, it was reported the pavilion would be a \$3.2 million project with a 90/10% match and a 75/25% match after \$2 million. The MEDC has gone back to only being willing to fund at the 90/10% match that they originally proposed. Fleis & VandenBrink has scaled back the project to fit within the original \$2.3 million amount. The concepts and function of the pavilion remain, but certain frills will be eliminated to fit within the budget. The City is waiting on a letter of intent from the MEDC to submit to Fleis & VandenBrink and then the proposal may go before the City Commission for approval to start incurring costs. We need to come up with \$500,000, which includes a built-in contingency. The goal is to fundraise \$150,000-\$200,000 with the City contributing \$300,000 to \$350,000.

As discussed at the previous meeting, the \$15,000 from the 2019 TIF capture is to go towards maintenance costs of the pavilion.

Flowers/Decorations

Heather is meeting with Marlies Manning tomorrow to go over the flower proposal for this summer. They will be ordered and sent to the greenhouse. The grower, Karnemaat

Farms, also meets to see what works and what doesn't so the design can improve from one year to the next.

Downtown Parking

City Lot 4, behind Shooters, is first in line for replacement/renovation. The project will start once Ferris is done for the summer. The City will work with the Housing Commission and the nearby businesses to coordinate parking during the construction period. The City will be taking the responsibility for the parking lot lights from Consumers Energy. This will be an opportunity to put the electrical underground. The City is also trying to coordinate with other utilities to use this time to upgrade to prevent disruption of the alley for some time after the project is complete.

OTHER

The mural to go on the JC Penny building has been chosen. It will be placed on the west side of the building, north of the main entrance.

There is an upcoming vote for recreational marijuana coming up in March. There has been interest from several parties in opening in the area.

Animal Shack has closed their doors.

Next meeting scheduled for **April 2, 2020** at 8:00 A.M. in the Commission Room at City Hall.

Meeting adjourned at 8:44 A.M.

Respectfully submitted,

Simone Smith-Politz
Recording Secretary