

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE WYOMING DOWNTOWN DEVELOPMENT AUTHORITY AT ITS MEETING OF OCTOBER 7, 2014

DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES OF JULY 1, 2014
CITY COUNCIL CHAMBERS
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: Jeff Baker, Steve Harkema, Doug Kochneff, Jack Poll, Bernie Van der Klok, Barb VanDuren, Lillian VanderVeen

MEMBERS ABSENT: Curt Male, Kevin VanTimmeren

STAFF PRESENT: Jennifer Ballard, Erin Nemastil, Brian Greenleaf

OTHERS PRESENT: Bob O'Callaghan, President-Wyoming/Kentwood Chamber of Commerce; Rich Wadsworth from Edward Jones

Chairman Kochneff called the meeting to order at 7:35 a.m.

Approval of Meeting Minutes

There were no changes to the meeting minutes from the April 1, 2014 meeting; unanimously approved.

Public Comments on Agenda Items

There were no public comments.

Treasurer's Report

There was no Treasurer's report.

Presentations

There were no presentations.

DDA Director's Report

Tax Sharing Agreement: VanDuren presented the Tax Sharing Agreement between the City of Wyoming and Kent County. VanDuren explained in November the County is placing a Veteran's millage on the ballot and if approved, the County would like the millage excluded from the DDA's tax capture. The updated Tax Sharing Agreement will then exempt the Veteran's millage if passed in November. Motion made by Harkema to approve the Tax Sharing Agreement, supported by Van der Klok, unanimously approved.

DDA Light Poles and Fixture Replacements: VanDuren explained that Public Works has assessed the lights within the DDA District and they have replaced and repaired what they could with the inventory in stock. Lights fixtures are needed for Michael Avenue, from 28th Street to Prairie, and two light poles plus fixtures are needed for 28th Street. The cost to replace these light

poles and fixtures is approximately \$14,795.40. Currently, there is \$1,500.00 in the budget for light cost replacements. VanDuren's recommendation is to take the remaining amount from the DDA's fund balance. VanDuren noted that Public Works also recommends replacing the remaining eight light fixtures in the median of Michael and ordering replacement poles for future needs. This will need to be addressed in next year's budget. Poll asked about the cost for replacement and if insurance covers it when damage is done by drivers. VanDuren will check to see if there are police reports and the possibility of reimbursement. Poll made a motion to approve the recommendation for funding the light and fixture replacement, Harkema seconded it, and it was unanimously approved.

Marketing Committee Update

28 West Sign: The 28 West sign has been ordered. This sign will be placed on the Loek's property in front of the demolition of Studio 28.

Sense of Place Committee Update: The committee is working on the development of the west end of the crescent street. Committee members have met with the property owners impacted by the crescent street. The original crescent street plan has been changed to accommodate the redevelopment of Wyoming Village Mall. Kochneff asked for a motion to support the crescent street concept, motion passed unanimously.

Wyoming Gives Back: Ballard explained approximately 1900 letters are going out to business owners this week for the 2014 Wyoming Gives Back event. This year's event is scheduled for Thursday, December 4, 2014. The letter asks businesses to RSVP by July 31 and the first 50 businesses that respond are guaranteed a table at the event.

Wimsatt Grand Opening: Wimsatt's grand opening was June 24. VanDuren, Van der Klok, VanderVeen and Poll attended and were pleased with the opening and the comments they received from the business owners regarding working with the City of Wyoming throughout the development process.

Correspondence: Welcome letters have been sent to several new businesses located in the DDA district.

Additional items:

VanDuren noted that Pat Cohen has resigned from the DDA as of June 26.

VanDuren announced she will be retiring from the City at the end of the year. Heidi Isakson will be the new Deputy Director and will be recommended as DDA Director.

Public Comments:

Bob O'Callaghan gave an update on Metro Cruise. New items for this year's event include a car photo booth that will be located at Car City. There will also be an Art Prize event for car

collections. O'Callaghan also noted that all businesses in the DDA have been contacted for participation in Metro Cruise. Kochneff asked about the 28th Street east end business support for the event. O'Callaghan said it is getting stronger.

Round Table Comments:

VanderVeen said she was excited about business activity on the southwest corner of 28th Street.

Baker noted that is great to see the business growth in Wyoming.

Van der Klok asked about the DDA open seat. Kochneff mentioned he may know someone who might be interested in filling the seat.

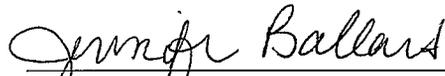
Harkema asked about the DDA Metro Cruise slush booth. VanDuren explained that due to lack of interest, there will be no slush booth this year.

Poll mentioned that the Public Safety millage renewal election is August 5. Mayor Poll has been attending community events to share the millage renewal information. The Gezon Station is now operating with paid-on-call staff and AMR ambulance is stationing an ambulance at the station.

Kochneff thanked Jeff Baker for returning as a member of the DDA. Kochneff expressed his appreciation to the Sense of Place committee for the work being done on the crescent street.

Adjournment

The meeting was adjourned at 8:42 a.m.



Jennifer Ballard

Administrative Assistant, City Manager's Office