

**CITY OF HUDSONVILLE**  
DOWNTOWN DEVELOPMENT AUTHORITY  
 **HUDSONVILLE**

MEETING MINUTES  
November 7, 2018

Voting Members Present: Philip Koning, Dale Sall, Cheryl DeAvila, Jack Groot, Larry Gemmen, Doug Butterworth, Greg Slater, and Ken Jipping.

Non-Voting Attendees: Patrick Waterman and Michelle Fare.

Voting Members Absent: Dr. Brad Dykstra and Mayor Mark Northrup.

Non-Voting Absent: Jan Syswerda and Dan Strikwerda.

1. Call to Order:  
Chairman Koning called the meeting to order at 3:30 p.m.
2. Minutes:  
There was a motion by Sall, support by Groot, and unanimous approval to accept the minutes of the September 5, 2018 meeting.
3. Finance:  
The financial reports were provided to the board for informational purposes and reviewed by Waterman.
4. Developer Day:  
Waterman shared an update on Developer Day and several of the meetings that have transpired as a result.
5. Façade Program:  
Waterman shared an update that the workgroup reviewed the 2007 plan and is interested in increasing the maximum loan amount. There was a motion by Jipping, support by Sall, and unanimous approval to approve the program in concept and to authorize staff to establish a minimum and maximum loan amount after discussions with the banks and credit unions.
6. Development Support Policy Review  
The board discussed the \$1M minimum investment requirement. There was a motion by Groot, support by DeAvila, and unanimous approval to remove guideline 3 to eliminate the \$1M minimum investment.

7. Tree Lighting  
Fare requested financial assistance from the DDA for the tree lighting ceremony. There was a motion by Groot, support by DeAvila, and unanimous approval to contribute \$1,500 to the tree lighting.
8. Annual Meeting:  
The board was in agreement that they were interested in hosting their annual meeting at Terra Square with a formal presentation of accomplishments and priorities to downtown businesses.
9. Other business:  
Matt VanWorkem shared with the DDA his plans for redeveloping a parcel of property in the downtown.
10. Adjourn:  
The meeting adjourned at 4:30 p.m.

Respectfully Submitted,

Michelle Fare  
DDA Director