

**CITY OF HUDSONVILLE**  
DOWNTOWN DEVELOPMENT AUTHORITY  


MEETING MINUTES - Draft  
September 4, 2019

Voting Members Present: Jack Groot, Doug Butterworth, Kirk Perschbacher, Cheryl DeAvila, Hannah Wilkerson, and Ken Jipping.

Non-Voting Attendees: Jan Syswerda, Dan Strikwerda, Patrick Waterman, and Michelle Fare.

Voting Members Absent: Mayor Mark Northrup, Randy Moeller, Philip Koning, Andrew Gemmen.

Non-Voting Absent: None.

1. Call to Order:  
Groot called the meeting to order at 3:30 p.m.
2. Minutes:  
There was a motion Jipping, support by Perschbacher, and unanimous approval to accept the minutes of the July 17, 2019 meeting.
3. Financial Report:  
Syswerda reviewed the DDA financial statements with the board.
4. Update on Cityscape Partners Project:  
Waterman shared an update about the Cityscape Project. He shared the results of the appraisal, which came in at \$570,000. He noted that this value did not deter the development group, which is still moving forward. Cityscape is currently finalizing initial drawings and intends to be on the October planning commission meeting. They are also currently completing an environmental study on the site.
5. 2019/2020 Budget Review:  
Fare walked the board through the 2019/2020 budget.
6. Purchase agreement with McAlpine Properties:  
Fare reviewed the draft purchase agreement proposed for the purchase of the southern portion of the McAlpine properties parcel. She noted several highlights of the agreement, including, the inclusion of an easement to maintain access without losing on street parking, the fact that the agreement is contingent upon closing with Cityscape

partners, a deposit for the agreement, and the sale price being established based on a price per square foot.

It was discussed that there should be a proposed compensation for the easement and an out clause if there are environmental findings.

There was a motion by Jipping, second by Butterworth, and unanimous approval to authorize the DDA president to execute an option and purchase agreement with McAlpine Properties, assuming no substantial changes to the presented agreement are made.

7. Update on Prospect Street Lots:

Fare and Jipping shared an update on discussions with Habitat for Humanity in purchasing and redeveloping the two residential lots that the DDA owns on the south side of Prospect as a townhouse style development. The board shared their desire to ensure the development meets their design standards.

There was a motion by Jipping, support by DeAvila, and unanimous support to authorize DDA staff to begin to negotiate a purchase and development agreement with Lakeshore Habitat for Humanity for the redevelopment of 3230 Prospect and 3240 Prospect Street as a townhouse-style development.

8. Update on DNR grant:

Fare shared that initial scores should be available soon. Typically supplemental information is due mid-October and awards are made in December.

9. Appointment of new Terra Square Board rep:

Fare shared that the by-laws for the Terra Square Advisory Committee call for a representative from the DDA to serve on the board. The seat is currently filled by Larry Gemmen, but his term is expired on the DDA, so a new representative needs to be assigned to this board. Groot expressed interest in exploring serving in that role.

10. Private Project Updates:

Strikwerda gave updates on several residential developments proposed, and the city's 5G network plan. He also shared an update about a proposed industrial complex which would also include a hotel.

11. Any other business:

- Waterman discussed with the board the concept of utilizing the property that the DDA owns at the corner of Service and Plaza to house Hudsonville Wheel Alignment if the City is awarded the DNR grant and should a new location not be able to be secured before it is required to purchase that site. The DDA board was interested in exploring this as a scenario.
- Perschbacher shared an update about the Brownfield program that is available through the County.

12. Adjourn:  
The meeting adjourned at 4:47 pm

Respectfully Submitted,

Michelle Fare, DDA Director