

CITY OF HUDSONVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
 **HUDSONVILLE**

MEETING MINUTES - Draft
July 22, 2020

Voting Members Present: Ken Jipping, Mayor Mark Northrup, Philip Koning, Andrew Gemmen, Hannah Wilkerson, Jack Groot, Doug Butterworth, and Kirk Perschbacher.

Non-Voting Attendees: Keyla Garcia, Patrick Waterman, and Michelle Fare.

Voting Members Absent: Randy Moeller and Cheryl DeAvila.

Non-Voting Absent: Dan Strikwerda.

1. Call to Order:
Koning called the meeting to order at 3:30 p.m.
2. Minutes:
There was a motion by Groot, support by Perschbacher, and unanimous approval to accept the minutes of the May 2020 meeting.
3. Financial Report:
Garcia reviewed the DDA financial statements with the board.
4. Review & Update Letter of Understanding – 3440 Chicago Drive
Fare shared that according to the attorney, the DDA needs to amend the existing LOU. Fare reviewed the proposed amendment that extends the agreement by 6 months and allows the use of the property as parking until the property is purchased. Waterman, Perschbacher, and Fare gave an update of the Hudson Center Phase II project.

There was a motion by Perschbacher, support by Northrup, and unanimous approval to approve the amendment as presented.

5. Acceptance of Property Donation
Fare shared with the board that West Michigan Community Bank had a section of a parcel they were interested in donating to the city. The parcel is currently parking and fronts along Harvey Street. The DDA discussed liability and environmental history of the parcel. The board agreed that the parcel should be provided as public parking until the time that it could be needed for a redevelopment project.

There was a motion by Groot, support by Northrup, and unanimous approval to accept the transfer of the title of the property subject to an environmental review and survey work,

the cost of which will be split by the city and West Michigan Community Bank. Koning abstained from the vote.

6. Plan for Triangle Property

Fare shared that the Cityscape project is not moving forward and the Purchase and Development Agreement is expired. The DDA Board discussed next steps for marketing the piece. The board agreed that it was important to keep the bike path easement. They agreed to wait until the other active projects start construction. The board preferred the option of an RFP with prospective developers to see what proposals we receive.

7. Sale of items on DDA property

DDA staff has received several inquiries about items at DDA owned properties and if they were for sale. The DDA board discussed that they were comfortable liquidating those assets assuming they were done in a public way.

There was a motion by Northrup, support by Groot, and unanimous approval to authorize the City Manager to liquidate assets from 3440 Chicago Drive utilizing a public bid process or service.

8. Parking Plan Update & Discussion on Timing

Fare shared that the parking committee had reviewed the studies and were happy with the low bid, Walker Consulting. Staff is currently checking references. The plan would be to not proceed with the study until parking habits normalize.

9. Townhouse Project Updates

Fare shared an update on the timing of the Habitat for Humanity project. Waterman shared an update on the timing and process for the Copper Rock development. Both projects appear to currently be progressing.

10. Adjourn:

The meeting adjourned at 4:00 pm

Respectfully Submitted,
Michelle Fare, DDA Director