



MINUTES

Downtown Development Authority Meeting Thursday, December 13, 2018 7:30 a.m. Village Hall – EOC Room

I. Call to Order

Chairman **Draeger** called the meeting to order at 7:32 a.m.

II. Roll Call:

Present: Draeger (Chair), Blake, Dixon (7:39), Dull, Heins (Vice Chair), LaBelle, Willison, and M. Hanks (7:39) (Council Liaison).

Staff Present: Chris Burns (Village Manager), Angela Stanford-Butler (DDA Director) and Maryann Fonkert (Deputy Clerk).

Absent: G. Hanks and Moore

Also Present were newly appointed members of the DDA, Lesley VanLeeuwen-Vega and Bruce Callen, who were sworn in at the end of the meeting, and a Grand Valley student who was job shadowing Manager Burns.

III. Approval of Minutes (11/8/2018)

Motion by **Heins**, second from **Willison**, to approve the Minutes of the November 8, 2018 regular meeting. All in favor, motion carried.

Yes: 6 No: 0

IV. Approval of the Agenda

Motion by **Willison** second from **Blake**, to approve the Agenda as presented. All in favor, motion carried.

Yes: 6 No: 0

V. Financial Reports – Draeger asked who the Façade Grant was paid to? Burns said that was paid to Paul Pugsly for his restaurant, Fuel. Draeger also asked if the \$30,000 in professional services was for Moore & Bruggink. Burns said that it was.

Motion by **Heins**, second from **Dull**, to approve the Financial Reports. All in favor, motion carried.

Yes: 6 No: 0

VI. Business

- A. RMJ – Discuss a recommendation for Village Council – **Burns** shared that Council was looking for recommendation from the DDA Business owners on whether they wanted retail RMJ sales establishments and public smoking in the downtown area. **Burns** said that the majority of local municipalities had already opted out. **Burns** explained that these businesses were cash only, due to the fact that RMJ was still illegal at the Federal level, with large amounts of cash on hand and armed guards. **Willison** asked if sales and public smoking were separate items. **Burns** said they were. **Burns** also said that Stanford-Butler had asked business owners, via email, what their position was on this issue and that a lot of them were reluctant to discuss their position for fear of hurting their business, but the opinions they did receive were half and half. **Heins** said that every state that had passed this law has had their insurance premiums go up. **Dull** asked if this got approved at the Federal level, would be a tax capture for the Village. **Burns** said they could not anticipate that approval. **Dull** also asked what the due process was if they opted out. **Burns** said that if the Village opted out and took a wait-and-see approach to revisit later, but if they approved the use, they could not go back and opt out. The **Board** discussed their concerns and options.

Motion by **Blake**, second from **Willison** to opt out of retail sales of RMJ and smoking it in the downtown area at this time with the option to revisit in the future. All in favor, motion carried.

Yes: 8 No: 0

- B. Art in the Park – Patronicity Crowdfunding – **Burns** explained a timeframe for this fundraiser and where they were with donations and locations they hoped to be able to add art to.
- C. Tanglefoot Park – Discuss potential for future use. **Burns** explained that Kim VanKampen had suggested that the Tanglefoot Park property be redeveloped to become the gateway to the Village by way of the river. **Burns** said this was an idea that would have to be researched financially and find out how residents felt about redeveloping that property. The **Board** discussed this idea.

Motion by **Heins**, second from **Dixon**, to approve hiring Progressive A&E to study redevelopment of Tanglefoot Park for amount of \$20,000. All in favor, motion carried.

Yes: 8 No: 0

- D. Workforce Housing Possibilities – **Burns** shared that Kim VanKampen had proposed gifting the Haight building to the Village. **Burns** said she would be meeting with Ms. VanKampen in the next week and would have more information then. The **Board** discussed some uses and developers for the building, should this happen.
- E. Strategic Planning & Goal Setting Commercial Redevelopment District – **Burns** suggested that they hold their Strategic Planning & Goal Setting session at the January meeting. The Board agreed.

F. Downtown Banner Schedule – **Dull** explained that he had asked his staff to create a template for banners that would rotate throughout the year. **Dull** said he had also created a schedule for when the banners would be changed out and gave examples of the time frame and what banners would be displayed at that time. The **Board** discussed the banners and schedule.

G. DDA Vote on New Chair – Lou **Draeger** announced he was stepping down from the DDA. **Burns** shared that Council would be honoring Lou at the December meeting and also shared **Draeger’s** many distinguished years of service with all the boards and commissions he had served on. **Draeger** thanked Vince **Blake** for his service on the DDA Board also. **Burns** asked for nominations for a new Chair and Vice Chair.

Motion by **Dixon**, second from **Willison**, to elect Doug **Heins** as the new Chair and Andy **Dull** as the new Vice Chair. All in favor, motion carried.

Yes: 8 No: 0

H. Miscellaneous – M. **Hanks** asked Stanford-Butler how registrations for WhizBang Training, January 9, 2019 was going. **Stanford-Butler** said she has it posted on the website, would send out a note via the DDA newsletter and would be pushing it hard right after the first of the year. Most registrations from 2018 came in at the last minute. She would wait to post in on Facebook until it was opened up to everybody beyond our own DDA members.

Dixon said she was asked by the Rotary Snow Jam Committee if the they could have a list of email addresses for the businesses and could the DDA reach out to businesses with sandwich board signs to advertise for Snow Jam. **Burns** said she did not think giving email addresses out was a good idea. M. **Hanks** said they could put the information in the DDA newsletter.

Burns reported that interviews had been conducted for a consultant to restructure the Zoning Ordinances, but they were waiting for the City of Grand Haven to make a decision because they were going through the same process and one of the consultants had offered a discount for both municipalities if they used the same one. **Burns** said that the sign ordinance was probably one of the most important ordinances to the businesses and the most controversial. The rezoning updates would be an opportune time to voice any concerns about the sign ordinance.

VII. Adjournment:

There being no further business, the meeting adjourned at 8:48 a.m.

Lou Draeger, Chairman

Maryann Fonkert, Deputy Clerk