



MINUTES

DDA Meeting
Thursday, June 13, 2019
7:30 a.m. Village Hall – EOC Room

I. **Call to Order**

Chairman **Heins** called the meeting to order at 7:30 a.m.

II. **Roll Call:**

Present: Heins (Chair), Callen, G. Hanks, Van Leeuwen-Vega, Moore, Willison and M. Hanks (Council Liaison)

Absent: Dixon and Dull

III. **Approval of Minutes:** 3/14/2019 Regular meeting and 6/6/2019 Special meeting.

Motion by **Moore**, second from **Willison**, to approve the minutes of the March 14, 2019 Regular meeting and the June 6, 2019 Special meeting. All in favor, motion carried.

Yes: 7 No: 0

IV. **Approval of the Agenda**

Motion by **Willison**, second from **Callen**, to approve the agenda as amended with the addition of **Willison** to Roll Call. All in favor, motion carried.

Yes: 7 No: 0

V. **Financial Report – Burns** explained that this was the final report for this Fiscal Year and a couple of large projects, one of them being re-pavement of Mill Point parking Lot, had not been done, but they were in good shape and saving for future projects. **Burns** said the Auditors would be on site in mid-August.

Motion by **Willison**, second from **Van Leeuwen-Vega**, to approve the Financial Report.

Yes: 7 No: 0

VI. **Business**

A. Paul Schutt – Issue Media Group – **Burns** introduced Paul Schutt. Mr. Schutt explained that his group had been invited into the lakeshore area by Ryan Kilpatrick of Housing Next, to see how their model, that they had deployed in

other parts of the country, might work here. Mr. Schutt said they have about a dozen publications in Michigan and explained that they hire a local journalist to focus their articles on every single small investment in the community and keep track of the transformations to help increase awareness and generate more investment in the community. The Board agreed this was just what they were looking for to help market the Village of Spring Lake.

Motion by **M. Hanks**, second from **Van Leeuwen-Vega**, to except a budget of \$12,000 to go to Issue Media Group. All in favor, motion carried.

Yes: 7

No: 0

- B. CRD Application for Barrett Boat Works – Burns** gave some background on Barrett's application and explained that Council had given them 7 of the 10 points needed for an additional year of tax abatement. **Burns** recommended the DDA contemplate an additional 3 points on the design improvements and then add enough points to for another additional year, totaling 7, hinged on the fact that Barrett's would put at least one mural depicting the clinker boat history on one of the buildings. The **Board** discussed the application.

Motion by **Willison**, second from **M. Hanks**, to approve 3 points for 1 additional year of tax abatement and then propose enough points for another year of abatement, provided Barrett's have a mural painted, minimum 7500 square foot, by the end of the season 2020. All in favor, motion carried

Yes: 7

No: 0

- C. Fonkert Electric Estimate – Burns** explained that an RRP had been sent out by Prein and Newhof, but no bids had been received because the bid climate was very competitive there were too many unknowns with this project because there were so many different light poles which would take additional time. **Burns** said that Kevin Fonkert recommended the job be done on a time and material bases with the Village purchasing the fixtures and globes from Kendall Electric, saving sales tax, and then hire him on an hourly bases with a not to exceed \$20,000 budget. **Burns** said she did need to disclose that Maryann Fonkert, Kevin's wife, worked for the Village, but she had no control over any contracts and no say in awarding contracts, but for the sake of transparency, she wanted the **Board** to know there was this relationship.
- D. Downtown Design Manual Proposals – Burns** said all the firms were reputable and well know. **Callen** said he thought what they were looking for was design and having an engineer on staff was irrelevant. The **Board** discussed the applicants and what they were looking for and agreed to table the decision until the July 11th meeting.

- E. Vote on Façade Grants**

- a. Sara Rathbun Village Baker – Motion by **Callen**, second from **Van Leeuwen-Vega**, to approve a Façade Grant for Village Baker. All in favor, motion carried.

Yes: 7 No: 0

- b. Bruce Callen, Callen Engineering – Motion by **M. Hanks**, second from **Willison**, to approve a Façade Grant for Callen Engineering. All in favor, motion carried.

Yes: 6 No: 0 Abstain: 1 - Callen

- c. Scott Rant Bridgeview Insurance – Motion by **G. Hanks**, second from **Callen**, to deny a Façade Grant for Bridgeview Insurance. All in favor, motion carried.

Yes: 7 No: 0

- F. Brandon Brown DDA Board Application – Motion by **M. Hanks**, second from **G. Hanks**, to accept Brandon Brown’s DDA Board Application. All in favor, motion carried.

Yes: 7 No: 0

- G. Kim Van Kampen Development Update – **Burns** updated the **Board** on the Epicurean Village progress and the blue Victorian house moving. **M. Hanks** asked if they could request a delay in the house moving until at least the end of August for the health of the trees that need to be trimmed due to the fact that trimming trees in warmer weather made them highly susceptible to disease. **Burns** thought that at the rate the project was moving, that would probably be the case anyway.

- H. Miscellaneous – **Stanford-Butler** shared that the building owner of Cruise and Travel had chosen Joel Schoon-Tanis for their mural and Plantenga’s had chosen Christi Dreese for their mural. **Stanford-Butler** asked the **Board** if they would consider putting forth the \$750 so that Art in The Park could put something out on 8 West. The **Board** agreed they would pay for the segment.

VII. Adjournment

Motion by **M. Hanks**, second from **Willison**, the meeting adjourned at 8:29 a.m. All in favor, motion carried.

Yes: 7 No: 0

Doug Heins, Chairman

Maryann Fonkert, Deputy Clerk