

Downtown Development Authority Meeting Minutes October 17, 2023 – 7:00am

Members Present: Bob Chapin, David Vander Wall, Ross Stevens, Jeremy Borgman, Brent Clark, Tom Zuniga, Rence Meredith, Adam Elenbaas, Angela Hatto, Kellen Brusveen

Not Present: Kristin Corner, Steve Spriensma

Agenda

1. Opportunity for public comment - None Present
2. Approval of the September 19, 2023 meeting minutes. Motion to approve (Zuniga), support (Borgman). Motion approved.
3. 2024 Budget – The Board discussed the updates that were made since the last meeting. A line item for \$200,000 was added for sidewalk and streetlight improvements on Joel St. A dollar amount of \$100,000 was inserted for park improvements. Additionally, the board updated the allocation for banners to \$30,000. Motion to approve the budget (Meredith), support (Hatto). Motion approved.
4. Enhancement Program Application – Mr. Elenbaas brought a request to the Board to update the Enhancement Program application. Eligible projects must be approved by the DDA prior to the costs being incurred by the applicant. While this is stated in the application, the language could be made clearer. The Board directed staff to update the language in the application to reflect this.
5. Discussion: The Board discussed items to add as future meeting topics: collaboration with the Chamber of Commerce; status of Parks & Recreation and planning for the Township Park.
6. Public comment – None Present
7. Next meeting: November 21, 2023
8. Adjourn – Motion to adjourn (Vander Wall), support (Borgman). Meeting adjourned.