

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE WYOMING DOWNTOWN DEVELOPMENT AUTHORITY AT ITS MEETING OF JANUARY 7, 2014

DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES OF OCTOBER 1, 2013
CITY COUNCIL CHAMBERS
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: Patricia Cohen, Curt Male, Jack Poll, Doug Kochneff, Bernie Van der Klok, Lillian VanderVeen, Barbara VanDuren

MEMBERS ABSENT: Steve Harkema, Kevin VanTimmeren

STAFF PRESENT: Jennifer Ballard, Tim Cochran, Karen Oppenpeer,

OTHERS PRESENT: Bob O'Callaghan, President-Wyoming/Kentwood Chamber of Commerce; Gregg Howard, Metro Cruise Director

Chairman Kochneff called the meeting to order at 7:35 a.m.

Approval of Meeting Minutes

A motion was made by Poll and supported by Male to approve the minutes of the July 2, 2013 and September 3, 2013 meetings. Motion carried unanimously.

Public Comments on Agenda Items

There were no comments on agenda items.

Treasurer's Report

Smith presented the Treasurer's report. The current fund balance is \$114,715.09.

Presentations:

There were no presentations.

DDA Director's Report

Resolution to Amend the DDA Development Plan and Tax Increment Financing Plan: A Special Meeting was held on September 3, with Attorney Scott Smith, to discuss the details to reset the tax base. If approved, the next steps will include a public hearing in December and a resolution to City Council in January, 2014. VanderVeen made a motion to approve the resolution to approve and recommend City Council approval of the ordinance to amend the 2009 restated Downtown Development Plan and Tax increment financing plan, Van der Klok seconded it; motion approved unanimously.

Form Based Code/28 West Update: In August, two meetings were held at the Wyoming Public Library to discuss and gather input on the City of Wyoming's Form Based Code draft. Also

presented at the meetings was the *28 West* video. Comments from attendees are included in the packet for review.

ICSC: In September, VanDuren and Ballard attended the ICSC conference in Novi to promote *28 West*. VanDuren and Ballard will also be attending the ICSC conference in Chicago in October to continue to promote the project. A list of exhibitors is included in the packet. Recently, Mayor Poll, City Planner Tim Cochran, and VanDuren met with the owner's of Wyoming Village Mall to discuss the *28 West* plan.

PlacePlans Program: VanDuren and Ballard attended the annual Michigan Municipal League (MML) conference in Detroit in September. While at the conference, the MML contacted VanDuren to discuss funding for the *28 West* project. Follow-up confirmed that funding may be available for placemaking and plans, and the MML asked that a letter of intent be submitted to the regarding the project. If chosen for funding, \$30,000 would be available, with the City's match being \$6,000, and then also another \$30,000 would be available for in-kind services. The letter of intent has been submitted and we should know by November if we can apply for funding.

Blight Elimination Grant: Currently, there is still grant funding available for blight elimination. Attached in the packet is a letter from Chief Carmody to encourage the award of blight elimination grant funds for the demolition of Studio 28. The grant would cover the full amount of demolition and restoration.

Panhandler Resource: The Wyoming Police Department has launched a Panhandler Resource Initiative. A copy of the press release is included in the packet.

DDA Board Vacancy: Doug Vandenberg has resigned his seat from the DDA board. Suggestions for potential new members should be sent to VanDuren.

2013 Metro Cruise: A Metro Cruise After Action Report from the Police Department is included in the packet that summarizes the details of the 2013 Metro Cruise. Bob O'Callaghan thanked the DDA for the support and the City Staff for all of the work put into the event. Gregg Howard, Metro Cruise Director, also thanked the City Staff for all of their help. Howard gave an overview of the event and mentioned he has received a lot of positive responses from local businesses about the event, and also businesses that would like to be a part of it next year. VanDuren asked about the interest in having a DDA slush booth again in 2014 or possibly participating in a different form. The cost of the slush booth is approximately \$600 and participation from DDA members was lower this year. Howard mentioned that Wyoming Public Schools is also looking for ideas to participate in the event. Poll suggested bringing new ideas for DDA participation to the January meeting.

Wyoming Gives Back Holiday Event: The event is scheduled for Thursday, December 5. Ballard explained letters to merchants went out on September 24. For a donation, merchants can host a table at the event. We are working on scheduling bands and choirs. VanderVeen suggested a

new layout to ensure the attendees visit all vendors. Poll asked about a list of duties pertaining to the event that volunteers could sign up for.

Next Meeting Date: The next regularly scheduled meeting is set for Tuesday, January 7, 2014, at 7:30 a.m.

Public Comments:

There were no public comments.

Round Table Comments:

Cohen informed the board that Williams Furniture will be going out of business in December, after 67 years. Kochneff thanked Cohen for all the years of service.

VanderVeen mentioned that Lenger Travel has seen business increase and they have recently added new staff to fill recent retirements.

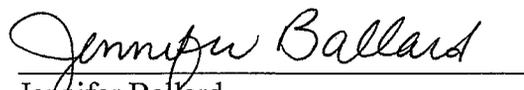
Male commented Southland has seen growth. They are currently adding a new facility located at Kalamazoo and M6 that is slated to open in January.

Van der Klok said sales at Russ' are good and commented on the quality of this year's Metro Cruise.

Poll said he is continuing to attend community events.

Adjournment

The meeting was adjourned at 8:24 a.m.



Jennifer Ballard
Administrative Assistant, City Manager's Office