
THESE MINUTES ARE SUBJECT TO APPROVAL BY THE WYOMING DOWNTOWN
DEVELOPMENT AUTHORITY AT ITS MEETING ON APRIL 5, 2016

DOWNTOWN DEVELOPMENT AUTHORITY
Minutes of the January 5, 2016 Meeting
City Council Chambers
City of Wyoming, Michigan

MEMBERS PRESENT: Mayor Jack Poll, Steve Harkema, Doug Kochneff, Lillian VanderVeen, Jeff Baker

MEMBERS ABSENT: James Streeter

STAFF PRESENT: Heidi Isakson, Jennifer Stowell

OTHERS PRESENT: Bob O'Callaghan from the Wyoming-Kentwood Chamber of Commerce, Rich Wadsworth from Edward Jones.

Chairman Kochneff called the meeting to order at 7:36 a.m.

Isakson called the roll.

Approval of Meeting Minutes

There were no changes to the minutes from the July 7, 2015 meeting. Mayor Poll made a motion to approve the minutes, seconded by Harkema. Motion passed unanimously.

Public Comment on Agenda Items

Bob O'Callaghan thanked the DDA for the support of the 2015 Metro Cruise. The 2016 Metro Cruise is scheduled for August 26 and 27, 2016. The annual Chamber of Commerce meeting is January 22, 2016 at Distinctive Catering by Brann's on Division. The Government Matters meetings are held on the second Mondays of each month and rotate between the City of Wyoming and Kentwood.

Treasurer's Report

Isakson provided and reviewed the Balance Sheet and Income Statement. Harkema inquired about the current year tax assessments and how it would affect the DDA tax revenue. Isakson explained it is based on the cost of living increase, which indicates a very small revenue increase for over the next year.

Presentations

There were no presentations.

DDA Director's Report

2015 Wyoming Gives Back

Stowell explained the 2015 event was a success. Local businesses donated a total of approximately \$4800 in donations either in the form of a gifts or gift certificates that were raffled off to attendees who donated toys. Twenty five businesses hosted tables at the event and over 250 toys were collected for the Salvation Army Angel Tree.

Wyoming Village Mall:

Isakson explained the owners of the Wyoming Village Mall are still pursuing a specific tenant to begin their project. Van der Klok inquired about the pad sites that were previously proposed in front of the mall. Isakson explained this project is on hold at this time.

Recruitment to Fill Board Vacancies:

Isakson noted the board has two vacancies. These members can be members at large.

Landscape Maintenance Contract:

Isakson explained the contract with Heyboer Landscape Maintenance ended in 2015. Heyboer provided a three year proposal that would include a 0% increase the first year, a 1% increase the second year and a 4% increase in the third year. Motion to accept the proposal was made by Mayor Poll and seconded by Baker. Motion passed unanimously. Isakson also explained Heyboer's proposal to improve the perennials located at the corner of 28th Street and 131. Isakson suggested if the budget will allows and the DDA is supportive, recommending the maintenance of this area. Harkema and VanderVeen noted the importance of the visibility of the area. Isakson will include this in the future budget proposal.

Holiday Decorations:

Isakson explained the holiday decorations are in need of replacement. Isakson will research new decorations and costs. VanderVeen noted including the west end 28th Street with lights and decorations.

2016-2017 Budget Priorities:

Isakson inquired if the board had any suggestions, other than those noted above for decorations and landscaping, for the 2016-2017 budget. The board had no comment at this time.

2016 Meeting Dates:

The 2016 DDA meeting dates were included in the packet.

Correspondence:

Copies of recent welcome letters to new businesses were included in the packet.

Public Comment

There were no public comments.

Board Round Table

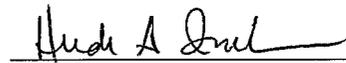
Baker inquired about long term, right fit for the future of 28th Street. Harkema inquired about how the development in surrounding areas impacts the City of Wyoming. VanderVeen noted the importance of getting the community involved.

Van der Klok said that there were several lights out between Burlingame and Byron Center that are now working.

Mayor Poll noted there is now a new electronic sign in front of City Hall. The sign will be utilized to promote activities.

Kochneff noted the support of the DDA for the electronic sign. There is activity on the Klingman building that could include retail and office space. Kochneff noted the importance of the DDA and the continued work to encourage and support retail in the corridor. Kochneff thanked the board for their attendance.

The meeting adjourned at 8:41 a.m.



Heidi A. Isakson, DDA Director