

Village of Vicksburg
Downtown Development Authority
Minutes
November 19, 2014

The meeting of the Vicksburg Downtown Development Authority was called to order at 8:02 am on November 19, 2014 at 101 S. Main Street, Vicksburg, Michigan by Tanya DeLong.

Members present: Bill Adams, John DeBault, Tonya DeLong, Ken Schippers (Ex-officio), Steve McCowen, Mike Oswalt, Laura Howard, Mary Marshall. **Absent:** Amy Miller, Didik Soekarmoen, and Todd Glenn.

Others present: Tracy Locey (Recording Secretary), Director Kathleen Hoyle, Mandy Miller, Sue Moore and one other.

Membership:

Discussion took place on Soekarmoen's participation. DeLong will attempt to contact Soekarmoen directly regarding his participation. Dornbos has resigned. The board is requested to bring recommendations for the open position(s) to the next meeting for consideration.

Approval of Agenda:

Howard moved, seconded by Adams to approve the agenda as presented. Motion carried 7-0.

Approval of Minutes:

Howard moved, seconded by Oswalt to approve the minutes as presented. Motion carried 7-0.

Correspondence and Communications: None.

Offer to Purchase – 119 & 121 S Main Street:

DeLong stated the DeBaults' are working with the bank to secure financing. The loan is not likely to close prior to year end; however, the purchase agreement has been executed.

Resolution of Commitment to the Main Street Associate Level program:

Hoyle provided an overview of the Main Street Program. In the first year the training is generalized with the second year being more in-depth. A resolution was presented for consideration. After discussion the first paragraph was amended to the following along with a few typographical errors throughout the document:

WHEREAS, the Vicksburg Downtown Development Authority supports three (3) to five (5) participants in the training provided by the Michigan Main Street Program ~~Associate Level of Main Street Training Program~~ with total participants up to fifteen (15);

Howard moved, seconded by Adams to adopt the resolution as amended. A roll call vote was taken. Motion carried 7-0.

SBDC Seminars: Tabled.

Ordinances:

Discussion took place on the Vicksburg Planning Commission's schedule of reviewing ordinances. DeBault will be emailing the ordinance recommendations for board consideration.

Proposed DDA/TIF Expansion Update:

Hoyle provided an update on the plan. KVCC has opted out of the plan; however they are supportive of our efforts to be a Center of Workforce Excellence. Kalamazoo County required the VDDA to enter into an agreement stating the VDDA would conform to the County's policy regarding tax captures. When the County completes a new or amended brownfield plan for the mill, the VDDA TIF will allow the brownfield to capture the taxes instead of the VDDA. Southwest Michigan First recommended the personal property taxes included in the plan be removed since the tax is to be phased out over the next couple of years. Adams thanked Hoyle for all her efforts on the plan. Adams moved, seconded by Howard to have the personal property taxes removed from the plan. A roll call vote was taken. Motion carried 7-0.

Approval of Treasurer's Report:

Locey reviewed the presented warrant report. Howard moved, seconded by Adams to approve the report as presented. Motion carried 7-0.

Locey noted the approved budget amendments have not been completed due to the audit taking place in the village office. Locey was directed to prepare the grant application to the Vicksburg Foundation for one-third of the director's wages. Adams moved, seconded by Marshall to approve the financial report as presented. Motion carried 7-0.

Strategic/Business Plan Updates:

Hoyle presented an illustration of an amendment to the plan. The illustration was a design rendering of a professional/municipal area. Adams moved, seconded by DeBault to approve the design and development plan with the amendment. A roll call vote was taken. Motion carried 6-0.

The holiday poster was presented and the event schedule reviewed. Discussion took place on marketing mechanisms utilized to inform the public of the upcoming events. Hoyle noted the holiday event is completely funded by donations for 2014.

The State Historical Preservation Office has recommended the boundaries be adjusted to be more encompassing of historical properties.

With there being no further business, the meeting was adjourned at 9:31 am.

Respectfully Submitted,



Tracy Locey
Recording Secretary