



201 W. Washington Ave. Loft 410
Zeeland, Michigan 49464

Holland SmartZone Local Development Authority

Informational Meeting
Board of Directors Meeting

Wednesday, December 16, 2020 @ 12:00 PM

Virtual Meeting, Zoom Platform <https://us02web.zoom.us/j/89700705187>

Meeting ID: 897 0070 5187

Members:	Peter Beukema, Marcia Bishop, Brian Burch, Vince Bush, Frank Garcia, Craig Hall, Ann Harten, Luciano Hernandez, Paul Hunt, Jill Miller, Randall Schipper, Tim Vagle
Ex-Officio Members:	Steve Bulthuis, Fred Molnar, Paul Sachs, Scott Spoelhof, Keith VanBeek
Lakeshore Advantage Staff:	Angela Huesman, Amanda Chocko, Jennifer Owens, Kelsey Sivertson
Copies To:	Holland Charter Township, Township Clerk, Ottawa County Clerk

Agenda

Board of Directors Meeting Agenda

- | | | |
|-----|---|----------------|
| 1. | Call to Order | Craig Hall |
| 2. | Public Comments | Craig Hall |
| 3. | Approval of Minutes | Craig Hall |
| 4. | Executive Director’s Report | Amanda Chocko |
| | a. Business Incubator Study | |
| 5. | City of Holland Infrastructure/Brownfield Plan Update | Tim Vagle |
| 6. | Issue Media Group Renewal | Brian Burch |
| 7. | Financials | Tim Vagle |
| 8. | Elect Officers | Craig Hall |
| 9. | 2021 Schedule | Angela Huesman |
| 10. | Adjournment | Craig Hall |

Next Meeting: Strategic Planning, February 24, 12:00pm, ZOOM



**Holland Satellite SmartZone Local Development Authority (LDFA)
Special Board of Directors Meeting
Zoom
Minutes of October 7, 2020**

Members Present: Peter Beukema, Marcia Bishop, Brian Burch, Vince Bush, Frank Garcia, Craig Hall, Ann Harten, Luciano Hernandez, Paul Hunt, Randall Schipper, Tim Vagle

Ex-Officio Members Present: Steve Bulthuis, Fred Molnar, Paul Sachs, Scott Spoelhof, Keith Van Beek

Absent: Jill Miller

Lakeshore Advantage Staff: Angela Huesman, Jennifer Owens, Kelsey Sivertson

Copies to: City of Holland Clerk, Holland Township Clerk, Ottawa County Clerk

1. **Call to Order**

A quorum being present the virtual meeting was called to order at 9:01am.

2. **Public Comment**

Craig Hall asked if there were any public comments. There being none, he moved to the first order of business.

3. **Approval of Minutes**

Craig Hall proposed amending the minutes to include his stepping away as board chair and chair of the executive committee.

Motion made by Marcia Bishop to approve amended minutes from the LDFA Board meeting held September 23, 2020. Support by Randall Schipper. Unanimously approved.

4. **SmartZone Funding and Uses**

Jennifer Owens provided an overview on the creation of the SmartZone including how the funds can be used, specifically in regard to infrastructure.

5. **TIF Capture Review and Explanation**

Tim Vagle gave a review on the Tax Increment Financing Capture and how that is captured and explained the various uses of these funds.

6. **Budget Allocation and Reserves**

Angela Huesman spoke to budget allocation and reserves, as well as the project application process.

7. **Project Overview and Education**

Tim Vagle took the board through a presentation on the project application for the City of Holland in partnership with Matt VanDyken, Assistant City Manager, City of Holland. Craig Hall then entertained a discussion regarding the project application.

8. **Project Approval/Roll Call of Voting Members**

A roll call vote was called for, during which Ann Harten recommended amending the project application to include a future proofing elements. Tim Vagle said this could be done. Following the amended project approval, all voting members voted in support of approving the project application.

Motion made to approve amended project application. Roll Call Vote. Unanimously approved.

9. **December Board Meeting Plan/Schedule**

Angela Huesman talked through some upcoming administrative and strategic planning that would be happening by the end of the year and into the first quarter of 2021.

10. **Adjournment**

Motion made by Ann Harten to adjourn. Support by Randall Schipper Unanimously approved.

Respectfully submitted,

Randall Schipper
LDFA Secretary
Minutes submitted by Kelsey Sivertson
HSZ LDFA Board Minutes 10/7/2020



December 16, 2020

To: Holland SmartZone Local Development Finance Authority

From: Tim Vagle

Re: City Infrastructure/Towers on River Brownfield Project

City Infrastructure Funding Update:

As approved by the SmartZone Board at its Special Board meeting on October 7, the City has initiated work with GMB for the downtown planning/engineering. Numerous additional conversations and meetings have been conducted including a proposal regarding possible collaborative work with the Ford Mobility Group as well as contactless charging possibilities per new Telsa technology. There is a clear intent to include these options as part of the scope, but at this point in time the scope has not been finalized, nor has a contract for services been signed.

Brownfield Update:

On October 7, 2020, the City of Holland Brownfield Redevelopment Authority Board recommended Council approval of a Brownfield Plan for Towers on River LLC. Following a Public Hearing on November 4, the City Council approved the Brownfield Plan unanimously.

Towers on River, LLC is proposing to construct an approximately 132,100 square foot, five-story, mixed use property, located at 159 River Avenue, which is on the east side of South River Avenue, between West 6th Street and West 7th in Holland, Michigan. The property consists of two parcels that contain approximately 0.69 acres. The project will consist of first floor subgrade parking and retail space, second floor office space, and approximately 27 market rate residential condominiums on floors three through five. Total capital investment is estimated at approximately \$26.9 million.

The Brownfield Redevelopment Authority will capture and reimburse the developer up for “eligible” costs up to \$5,790,000. The majority of the eligible expenditures is for the construction of a subgrade concrete parking structure for the benefit of the tenants of the subject property. The TIF (Tax Increment Financing) capture tables indicate that this amount could be repaid within 11 years plus up to five years of capture for the Local Brownfield Revolving Fund (LBRF), assuming an investment exceeding \$26.9 million for the site. The term of the Plan is 18 years, which is consistent with most plans approved by the City of Holland.

During the term of the Brownfield Plan, the SmartZone will continue to capture the amount of taxes currently received on the property but the additional taxes paid as a result of this major investment will be captured by the Brownfield Authority and reimbursed to the developer.

No action is needed from the SmartZone Board. This is for informational purposes only.

















Downtown Holland extends popular outdoor expansion program

BY SHANDRA MARTINEZ | TUESDAY, SEPTEMBER 08, 2020
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Downtown Holland retailers and restaurants have the opportunity to use the sidewalk and parking spaces adjacent to their business to do additional retail sales outdoors or to set up additional tables for outdoor dining.

'Village of friends' gets creative to help downtown Holland restaurant reopen

BY SHANDRA MARTINEZ | TUESDAY, JUNE 16, 2020
SHARE [f](#) [t](#) [in](#) [e](#)



Volunteers built the 80-foot fence that allowed the Curragh Irish Pub to extend its patio.

Hope for recovery stirs as visitors flock to reopened Lakeshore downtowns

BY MIKE LOZON | MONDAY, JUNE 22, 2020
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Holland Mayor Nathan Bocke and his wife Elizabeth take a break from their streetside lunch to greet downtown visitors.

Holiday gift guide: Online ordering and in-store shopping along the Lakeshore

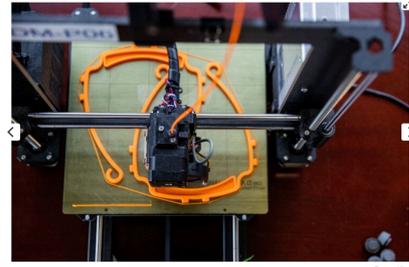
SALLY LAUKITIS | WEDNESDAY, NOVEMBER 25, 2020
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Looking for a way to shop for unique holiday gifts while supporting the local economy? This is the year that local merchants really need your support.

Volunteers launch 3D printer network to fill gap amid PPE shortage

BY SHANDRA MARTINEZ | WEDNESDAY, APRIL 22, 2020
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Courtesy

Lakeshore manufacturers refocus to provide essential products

BY SHANDRA MARTINEZ | MONDAY, APRIL 13, 2020
SHARE [f](#) [t](#) [in](#) [e](#)



Courtesy

Michigan West Coast Chamber foundation announces downtown relief fund

BY SHANDRA MARTINEZ | MONDAY, MAY 11, 2020
SHARE [f](#) [t](#) [in](#) [e](#)



With shops and restaurants closed, the sidewalks in downtown Holland lack the usual hustle and bustle of a springtime Saturday.

Holland maker lends resources to help fight COVID-19

BY PETE HOFFSWELL | TUESDAY, MAY 05, 2020
SHARE [f](#) [t](#) [in](#) [e](#)



Courtesy

Career awareness event to highlight creativity, innovation in manufacturing

BY SHANDRA MARTINEZ | TUESDAY, NOVEMBER 03, 2020
SHARE f t i s q



Courtesy

Six 2020 Discover Manufacturing Week scholarships, valued at \$300 each, are available to high school seniors pursuing a manufacturing-related career in Michigan.

Employee-owned Holland company on a growth streak

BY SHANDRA MARTINEZ | TUESDAY, NOVEMBER 17, 2020
SHARE f t i s q



Courtesy

Koeps Automation Systems team members work together to assemble an automated system.

What small businesses and nonprofits need to know about EIDL funds

BY LIZ HOFFSWELL | SATURDAY, JULY 11, 2020
SHARE f t i s q



Courtesy

Liz Hoffswell is a small business expert.

Downtown Holland creates holiday magic with a little crowdfunding

ANDREA GOODSELL | TUESDAY, NOVEMBER 17, 2020
SHARE f t i s q



Courtesy

How 2020 class of Promise Scholarship recipients are pursuing their dreams

BY SHANDRA MARTINEZ | MONDAY, AUGUST 24, 2020
SHARE f t i s q



Courtesy

The 2020 Promise Scholar class includes 10 hard-working local students who now can realize their dream of a college education.

Small businesses remain integral to community amid crisis

BY KATHLEEN LESHNER | MONDAY, APRIL 13, 2020
SHARE f t i s q



Courtesy

Kathleen Leshner is the owner of the Uptown Gallery & Frame Shop.

Holland Stories
~ 1,088,259 **Reach**
~ 9,577 **Engagement**
- 96 **stories**

Overall
- 2,800,695 **Reach**
- 24,641 **Engagement**
- 247 **stories**



Budget Performance Report

Fiscal Year to Date 12/02/20
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund Y01 - Smartzone Fund										
REVENUE										
Department 000 - General Revenues										
450582.C	Contributions from Other Govts From City of Holland	232,000.00	.00	232,000.00	.00	.00	198,028.02	33,971.98	85	163,000.38
450582.H	Contributions from Other Govts Holland Township	62,990.00	.00	62,990.00	.00	.00	25,475.35	37,514.65	40	45,774.49
480665.0	Investment Income General	1,500.00	.00	1,500.00	.00	.00	731.80	768.20	49	4,669.45
Department 000 - General Revenues Totals		\$296,490.00	\$0.00	\$296,490.00	\$0.00	\$0.00	\$224,235.17	\$72,254.83	76%	\$213,444.32
REVENUE TOTALS		\$296,490.00	\$0.00	\$296,490.00	\$0.00	\$0.00	\$224,235.17	\$72,254.83	76%	\$213,444.32
EXPENSE										
Department 240 - Smartzone										
722804.0	Contractual-Legal General	1,000.00	.00	1,000.00	.00	.00	93.00	907.00	9	.00
722805.1	Contractual-Finance Independent Audit	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	800.00
722805.3	Contractual-Finance Accounting & Budget	3,300.00	.00	3,300.00	.00	.00	1,650.00	1,650.00	50	3,200.00
722807.C	Contractual-Architect/Engineer Infrastructure Development -City	96,985.00	.00	96,985.00	.00	.00	340.00	96,645.00	0	10,932.00
722807.H	Contractual-Architect/Engineer Infrastructure Development -HCT	26,405.00	.00	26,405.00	.00	.00	.00	26,405.00	0	2,088.00
722807.U	Contractual-Architect/Engineer Infrastructure Development	106,041.00	.00	106,041.00	.00	.00	.00	106,041.00	0	.00
722809.61	Contractual-Misc Management Services	75,000.00	.00	75,000.00	.00	.00	18,750.00	56,250.00	25	75,000.00
722809.69	Contractual-Misc Entrepreneurial Programming	51,400.00	.00	51,400.00	.00	.00	3,268.14	48,131.86	6	17,430.71
722809.DDA	Contractual-Misc DDA Services	7,600.00	.00	7,600.00	.00	.00	.00	7,600.00	0	7,300.00
723910.L	Commercial Insurance Premiums Liability Insurance	1,700.00	.00	1,700.00	.00	.00	1,695.00	5.00	100	1,710.00
723942.0	Building Rental/Lease General	3,600.00	.00	3,600.00	.00	.00	.00	3,600.00	0	1,800.00
723955.M	Misc. Misc Marketing Events	18,500.00	.00	18,500.00	.00	.00	65.89	18,434.11	0	6,405.42
730970.E	Admin/Legal A&E Engineering/Architect	10,000.00	.00	10,000.00	.00	.00	.00	10,000.00	0	.00
Department 240 - Smartzone Totals		\$402,531.00	\$0.00	\$402,531.00	\$0.00	\$0.00	\$25,862.03	\$376,668.97	6%	\$126,666.13
EXPENSE TOTALS		\$402,531.00	\$0.00	\$402,531.00	\$0.00	\$0.00	\$25,862.03	\$376,668.97	6%	\$126,666.13
Fund Y01 - Smartzone Fund Totals										
REVENUE TOTALS		296,490.00	.00	296,490.00	.00	.00	224,235.17	72,254.83	76%	213,444.32
EXPENSE TOTALS		402,531.00	.00	402,531.00	.00	.00	25,862.03	376,668.97	6%	126,666.13
Fund Y01 - Smartzone Fund Totals		(\$106,041.00)	\$0.00	(\$106,041.00)	\$0.00	\$0.00	\$198,373.14	(\$304,414.14)		\$86,778.19
Grand Totals										
REVENUE TOTALS		296,490.00	.00	296,490.00	.00	.00	224,235.17	72,254.83	76%	213,444.32
EXPENSE TOTALS		402,531.00	.00	402,531.00	.00	.00	25,862.03	376,668.97	6%	126,666.13
Grand Totals		(\$106,041.00)	\$0.00	(\$106,041.00)	\$0.00	\$0.00	\$198,373.14	(\$304,414.14)		\$86,778.19



LAKESHORE ADVANTAGE

Holland SmartZone Local Development Finance Authority (LDFA) Board of Directors Meeting Calendar

The regular meetings of the Holland SmartZone Local Development Financing Authority for 2021 are scheduled as follows:

Location	Date	Time
Zoom	Wednesday, February 24	12:00pm
Zoom	Wednesday, March 24	12:00pm
Zoom	Wednesday, June 23	12:00pm
Zoom	Wednesday, September 22	12:00pm
Zoom	Wednesday, December 15	12:00pm

Meeting Location Address
Zoom

If in person:

City of Holland City Hall / 270 N. River / Holland, MI / Training Room