

CITY OF COOPERSVILLE  
REGULAR DOWNTOWN DEVELOPMENT AUTHORITY MEETING  
Coopersville City Hall; 289 Danforth Street, Coopersville, Michigan

MAY 13, 2014

Chairman Koch called the meeting to order at 5:15 P.M.

Present

Board member DeJong  
Board member Slater  
Chairman Bob Koch  
Board member Spoelman  
Board member Schmidt

Board member Hanenburg  
Board member Veldman  
Director Patrick  
Marketing Director Richardson  
Board member Cooper\*  
Board member Du Pilka\*

Absent

Chairman Pro Tempore Verseput  
Board member O'Dea

\* Board member Cooper arrived at 5:17 p.m. Board member Du Pilka arrived at 5:20 p.m.

Board member Spoelman moved to approve the agenda. Board member O'Dea seconded. Motion carried.

Board member Schmidt moved to approve the March 11, 2014 regular meeting minutes. Board member Slater seconded. Motion carried.

Chairman Koch opened the floor to citizen input and suggestions. There were none.

Director Patrick gave an update on the P.M. Blough, Inc. invoice for W. Randall Street tree plantings, and work has not yet commenced. Board member Schmidt moved to pay the invoice, Board member Cooper seconded. Motion carried.

Board Member Hanenburg moved to receive and accept the resignation of Board Member Sharon Reeves. Board member Schmidt stated she was sad to see her go and will give names to the Board to consider as replacements. Board member DuPilka seconded the motion. Motion carried, with regrets.

Pro Tempore Verseput was not present to update the Board on the State Farm Community Development grant request. Item was tabled until June 2014 meeting, but **no motion was made to table.**

Discussion ensued about the 2014-2015 Budget Draft B. Director Patrick stated that the difference between Draft A and Draft B is how the labor rates are billed. The major expenditure is the W.

Randall Street beautification project which is still scheduled for this summer. Board member Spoelman inquired about an allocation for the library, to which Director Patrick responded that it has not changed from last year but percentages remain to be allocated. Board member DuPilka inquired if there would be any leftover construction funds which may be available for re-allocation. Director Patrick stated that he believes it will be allocated to the Pocket Park project. Motion was made by Board Member Spoelman to approve the 2014-2015 Budget Draft B. Board member Schmidt seconded. Motion carried.

Director Patrick stated that he received three quotes from pavers for the Sidewalk/Paver Main Street repair project, ranging from \$34,500 to \$44,700. Board member Hanenburg inquired if the base was cement and Mr. Patrick replied that the quotes use sand. A new product called GeoGrid which is currently used at the Water Treatment Plant and Landfills was considered. Mr. Patrick then stated that the damage may have been caused by the heavy equipment used on the pavers. Board member Hanenburg noted that a performance bond may be useful to acquire from the paver contract companies. Board Member DuPilka inquired if alternatives to pavers had been reviewed, and Mr. Patrick stated that colored concrete was researched, however its tendency to fade and wear quickly made it a non-viable option. Mr. Patrick then stated that the paver companies will reuse the existing paving stones in order to keep costs low, and additional work includes replacing old conduit and installing new conduit extensions to the areas currently without power, on both the North and South sides of Main Street. Board Member DuPilka stated that the Board would like to see more specific quotes from the pavers, including the total amount, placement of the conduit and conduit spec, and the square footage of pavers that will be repaired. Director Patrick inquired if the board would approve a not-to-exceed quote of \$45,000 with Board variances above that number. Board Member DuPilka and Board Member Schmidt recommended that all Board members walk both North and South Main Street to observe the areas that need repair. Board Member Hanenburg made a motion to approve a not-to-exceed quote of \$45,000 and to include with written specifications for the conduit and paver repair square footage and a performance bond. Board Member DuPilka recommended a review session with the City Engineer and seconded the motion. Motion carried.

Board member Spoelman moved to receive and file the April/May Information Packet which consists of: *Grand Rapids Press* article "Visitors can see big agriculture on Indiana tour – Touring where the food is raised"; City Council meeting minutes of 4/14/14 and draft 4/28/2014; Draft Planning Commission minutes of 4/21/14; Permits issued April. Board member Cooper seconded. Motion carried.

Chairman Koch again opened the floor for citizen comments. There were none.

Director Patrick shared a photo of an Interstate 96 billboard placed by Meijer promoting the Fairlife product and mentioning the City. Board member Cooper thought it was a great idea and was pleased that it was so visible.

Marketing Director Jan Richardson reported:

- she had a nice conversation with retiring Board member Sharon Reeves. She stated Sharon was sorry to leave and has been proud to serve on the Board;
- she distributed tickets to the Board and asked for attendance at the "Wine and Cheese Yes Please" networking event on May 21, co-sponsored by the DDA and Chamber of

Commerce. The informal evening will include a talk by Amy Ruis , owner of Art of the Table and Apertivo, about creating “destination businesses;”

- that the flower planters on Main Street will be filled by a professional floral company and the Main Street businesses have contributed to the cost in order to help beautify;
- she gave a tour of the City to a team from Howe Communications concerning the brochure they will be designing. Terry Howe will be writing copy and her designer and photographer will be visiting to capture the City in its best light;
- she would like to produce a video in the next fiscal year to promote the advantages of business and quality of life in the City;
- she mentioned on a personal note, after her son’s surgery, he had to be on liquids for a month and was recommended to drink only Core Power. Kudos were given to Board member Cooper for a great product; and
- she inquired if conduits installed during the Main Street paving project will also include the bump outs on the East end, to which Director Patrick replied in the affirmative.

Board member Cooper mentioned there is a fundraiser for American Cancer Society’s Relay for Life in which cows may appear on a person’s front lawn.

Board member Hanenburg attended a legacy foundation event honoring 17 exemplary students graduating this year and mentioned how outstanding our school systems are. He also mentioned there will be a Legacy Foundation tour and networking event this September.

Board member Veldman reported that Board Member Schmidt noted some lights on a Main Street building are off and missing. She also mentioned the proposed train placement and canopy needs to be addressed by the Board.

Board member DuPilka stated that the train canopy suggested placement in front of the Farm Museum will encroach on the museum and parking lot, and may block the street view of the museum. Marketing Director Richardson stated that Mr. Budzynski would like it to work at that location. Chairman Koch noted that the Board has approved the install, but it needs a site plan.

Chairman Koch mentioned on his recent vacation that he had opportunity to drive through many small towns on Route 66, and most were not in the same condition and quality of Coopersville. He was proud of the work done in the City.

Board member Hanenburg moved to adjourn the meeting. Board member DeJong seconded.

The meeting adjourned at 6:07 P.M.

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Chairman Bob Koch