

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

MARCH 10, 2015

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

Roll Call

Present

Board member Cooper
Board member DeJong
Board member Du Pilka
Chairman Bob Koch
Board member O'Dea

Board member Schmidt
Board member Slater
Board member Veldman
Chairman Pro Tempore Verseput
Director Patrick

Absent

Board member Hanenburg
Board member Spoelman
Marketing Director Richardson

Agenda

Board member Schmidt moved to amend the Agenda, adding Item F. Discussion/action on the Resignation of Board Member O'Dea. Board member DuPilka seconded. Motion carried.

Minutes

Board member Slater moved to approve the February 10, 2015 regular meeting minutes. Board member Veldman seconded. Motion carried.

Citizen Input and Suggestions

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

Scheduled Guests

There were none.

Petitions and Communications

Board member Schmidt stated that the board discussed the John Engler project might be a substantial and costly project, and asked if the board was even interested in pursuing it. Board member Cooper asked if this will be a DDA funded project for \$10-\$15,000 or will the Railroad do the work and leave the DDA to maintain, to which Board member Du Pilka replied that the Railroad will continue to own the engine, take care of the cost of moving it to its permanent home, but the DDA would take on the cost of purchase and installation of the canopy, fencing, and lighting. Board member Schmidt inquired who would own the property and maintain insurance, to which Chairman Koch replied that there would have to be a written agreement with the Railroad detailing that information. Board member Du Pilka stated

that the Railroad owns the property 40 feet from the centerline of the tracks into the park, which is just aligned with the back edge of City Hall. He then stated that the purpose of the presented proposal to the Board is to figure out if it will even work in the greenspace next to City Hall and calculate costs for the project. Board member DeJong inquired if the drawings presented by Pam Blough will be close enough to a site plan to present to the Planning Commission, to which Director Patrick replied that previous drawings by Ms. Blough have been close enough. Board member Cooper stated that Pocket Park and John Engler installation projects cannot happen both this year. Board member DeJong inquired which would bring people downtown, to which Director Patrick replied that people will come for the train, but stay because of the Park. Motion was made by Board member Verseput to approve the expenditure for PM Blough to create placement drawing and estimated project costs. Board member O'Dea seconded. Motion carried.

Director Patrick stated that Council supported the renewal of the DDA in principle, but expressed concerns about the Tax Increment Financing arrangement which takes funds away from other organizations which need it. He stated the Council also discussed the DDA's original purpose, which was to make Downtown attractive, which it has and continues to. Director Patrick then stated that he would like the Board to consider changing the model of the City Manager as DDA Director. The shared position has in the past provided more cooperation and lessened the financial burden of the City Manager position, while providing inventive and creative mechanism to help grow the City. He stated that the DDA Director should be a separate position from the City Manager's office. This would help to ensure the Director could devote complete attention to the specific services, to promotion, to more personal attention business owners located within the DDA district than he has been able to give. The city is growing and the City Manager's focus needs to be more on economic development, infrastructure such as bridges and technology, and day-to-day operations. The City Manager's responsibility is to provide services to all residents and all businesses. Director Patrick said that the DDA and City responsibilities can sometimes have conflicting or incompatible goals and the missions are very different. Board member Slater responded that initially the combined positions have provided continuity and a strong tie in for our smaller city with hesitation concerning affording a Director position in the budget. Can the DDA afford a separate Director position? Board member Schmidt inquired about a DDA Director Job Description. Board member Du Pilka inquired if this change should be made at the same time as DDA renewal, or after. He then stated the DDA needs to look at the budget and make a determination. Board member DeJong suggested use of a Deputy DDA Director or interns interested in government or urban development. Director Patrick requested the board to get comments concerning the position split to him in the next couple of weeks.

Concerning the Property Acquisition Committee, Director Patrick stated he spoke with the property owner who is considering selling to the DDA and the appraisal is complete and he is awaiting the report.

Director Patrick said that he is receiving legitimate comments concerning the DDA Board Vacancies. Chairman Koch stated there are now two positions open (as of end of meeting) and it is important to represent all areas, not just downtown. Board member Schmidt stated that anyone who has a passion for being on the Board should be able to join, but with term limits. Director Patrick noted that the by-laws require absences to be excused by the Board as part of every meeting, and Ordinance 191 states in Section 4.(b) "Not less than the majority of the members shall be persons having an interest in property located in the District." Director Patrick requested that Board members review the by-laws and make recommendations concerning filling vacancies.

Board member Verseput motioned to accept and file the March Information Packet, which consists of: City Council meeting minutes from February 9, 2015; City Council draft meeting minutes from February 23, 2015; Monthly Permits Issued February 2015; and Crockery Township letter about the North Bank Trail dated February 24, 2015. Board member DeJong seconded. Motion carried.

Chairman Koch read a letter concerning the resignation of Board member O'Dea, effective march 11, 2015. Motion was made by Board member Schmidt. Board member Slater seconded. Motion carried, with heavy heart and gratitude for being an asset to the DDA Board.

Citizen Input and Suggestions

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

DDA Director's Comments

Director Patrick asked the Board to read the non-agenda items that he includes in the memo.

Marketing Director's Comments

Marketing Director Jan Richardson was absent.

Board Member's Comments

Board member Du Pilka said appreciates the extra information included in the packet every month.

Board member Verseput thanked Board member Slater for mentioning the Pocket Park project at the Council meeting.

Board member Slater said Council expressed overall support for the DDA.

Chairman Koch's Comments

There were none.

Adjournment

Board member DeJong moved to adjourn the meeting. Board member Slater seconded. The meeting adjourned at 6:18 P.M.

Chairman Bob Koch