

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

NOVEMBER 10, 2015  
**DRAFT**

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 Koch  
Board member Schmidt

Board member Slater  
Board member Spoelman  
Board member Veldman  
Marketing Director Richardson

Absent

Board member Hanenburg  
Chairman Pro Tempore Verseput  
Director Patrick

Motion was made by Board member DuPilka to excuse the absence of Board members Hanenburg and Verseput. Board member DeJong seconded. Motion carried.

**Agenda**

Motion was made by Board member Schmidt to approve the agenda as presented. Board member Cooper seconded. Motion carried.

**Minutes**

Board member Spoelman moved to approve the October 13, 2015 regular meeting minutes as amended. 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**

Chairman Koch presented the Membership Guidelines which were developed by him, Board member Verseput and Director Patrick. He stated that the Guidelines were not designed to be exclusionary or inclusionary, but to properly represent the entire district. Board member DuPilka inquired if interviewing nominees should be part of the guidelines, to which Chairman Koch replied that it could be amended later. Board member Slater motioned to amend to include an interview process by the Executive Committee and to include people who have a vested interest in the city. Board member Schmidt supported. Motion to amend carried unanimously. Board member DuPilka motioned to approve the guidelines with amendments as presented. Board member Schmidt seconded. Motion carried unanimously.

Committee updates:

1. Development Committee – no update.
2. Finance Committee – Board member Spoelman stated that he asked Board member Veldman to serve on the Finance Committee.
3. Marketing Committee – Board member Schmidt recruited John Hubert and Alvina VanDoorn to join the Marketing Committee. At their first meeting, they reviewed the following ideas:
  - a. Mobile Bandshell – actively researching options to possibly rent to try for the next year;
  - b. Community Events flyer – will include all upcoming events and shared with the community through the Observer and other outlets;
  - c. Snowplowing (see next item)

Board member Schmidt discussed the snowplowing contract and recommended that the Board accept the third year contract with Borgman Tree Service. Motion was made by Board member Spoelman to renew the snowplowing contract for Historic Downtown with Borgman Tree Service. Board member DeJong seconded. Motion carried.

Board member Slater motioned to accept and file the November Information Packet, which consisted of: “Michigan leaders emphasize collaboration at dairy workshop,” *Farmers Advance*, October 18, 2015; City Council special minutes dated October 12, 2015; City Council regular minutes dated October 12, 2015; City Council draft special minutes dated October 26, 2015; City Council draft regular minutes dated October 26, 2015; and Monthly Permits Issued October 2015. Board member Veldman seconded. Motion carried.

## **Citizen Input and Suggestions**

John Hubert, Off the Tracks Grocery Outlet, stated that the Halloween festival was a great success with over 450 people and thanked all the downtown businesses who supported it. He would like to make it an annual event.

## **DDA Director’s Comments**

Director Patrick was absent. Anisa Williams, Assistant to Director Patrick, reminded the Board that the regular December DDA meeting is cancelled and instead would be part of the Joint Council,

DDA, and Planning Commission meeting on December 14 at 6:00 PM at the Community Services Building, 182 East Street.

### **Marketing Director's Comments**

Marketing Director Jan Richardson stated:

- Kudos for the DPW: A compliment was received from a member of the Rockford community about how beautiful and spotless our city looks.
- The handout of community events which the Marketing Committee is working is getting many people involved including churches, arts community, and train.
- The Fall Happy Hour at Bekins was so successful; Happy Hours will continue to be scheduled quarterly. Dr. Robinson is hosting in January at his new offices.
- Still awaiting pricing on Walk Thru Park.
- She would like ideas for beautification of the East Gateway.
- The DPW is working on banners and snowflakes and wreaths all over town.
- She is continuing to attend MMRG meetings and extended the invite to any board member who would like to attend as a guest. They are always the fourth Friday of the month from 8 to 9:30AM. Thanks to Steve Cooper for hosting the September meeting; she is still hearing feedback on how impressed people were with CDF and the city.
- She is researching the mobile stage possibility and talking with the Chamber in Wyoming; there is the size of a semi-trailer and takes two men only ½ hour to set up.

### **Board Member's Comments**

Board member Schmidt is hosting a Holiday Open House in honor of being in Coopersville for 20 years on December 10 from 7:00-9:00 PM. There will be a wine tasting, tours of the loft, and opera singer, and art by three local artists.

Board member Spoelman stated that Coopersville Cares building project is moving forward.

Board member DuPilka stated that the doors and windows are placed in the 306 Main building.

Board member DeJong complimented Jan on the fantastic Bekins open house and said he left uplifted. He also asked the board to consider looking into the liquor licensing issue in the city after the holidays; consider criteria, what the options are for bringing other licenses into the city.

Board member Slater inquired about the unpaved section behind 306 Main and his building. He also stated that the fiber optic cable which AcenTek is laying in the city increases property values and the updated technology is a boon to the city. Many other communities would love to have it.

### **Chairman Koch's Comments**

Chairman Koch mentioned that the placement of the windows in 306 Main has enhanced the entirety of downtown. He replied to Board member DeJong that there are special development liquor licenses that we can apply for and it warrants a discussion with an attorney who handles this work. He also mentioned that he is working with Board member Hanenburg to clean out the ditches and plant trees on the East Gateway.

**Adjournment**

Board member Spoelman moved to adjourn the meeting. Board member Cooper seconded. Motion carried. The meeting adjourned at 6:00 P.M.

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Chairman Bob Koch

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