

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

JULY 12, 2016

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

**Roll Call**

Present

Board member DeJong

Board member Hanenburg

Chairman Koch

Board member Schmidt

Board member Slater

Board member Spoelman

Board member Veldman

Pro Tempore Verseput

Director Patrick

Marketing Director Richardson

Absent

Board member Beers

Board member Cooper

Board member DuPilka

Motion was made by Board member Schmidt to excuse the absence of Board members Beers, Cooper and DuPilka. Board member DeJong seconded. Motion carried.

**Agenda**

Motion was made by Board member Spoelman to approve the agenda as presented. Board member Verseput seconded. Motion carried.

**Minutes**

Board member Slater moved to approve the June 14, 2016 regular meeting minutes as presented. 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 opened the floor for nominations for the Chairman and Chairman Pro Tempore. Board member Hanenburg motioned to nominate Chairman Koch for the Chairman position. Board member Spoelman seconded and the motion carried unanimously. Board member Hanenburg motioned to nominate Board member Verseput for the Chairman Pro Tempore position. Board member Spoelman seconded and the motion carried unanimously.

Director Patrick updated the Board on the status of Pocket Park construction. He stated that the process is a few days behind and the city owes confirmation on the electrical conduit placement but it should be complete this week. At the city staff meeting, a more rigid, impenetrable fence around the construction site was suggested for the Del Shannon Days. Director Patrick is finalizing the small particulars and details of the RFP with hopes that it will go out in the middle of next week.

Director Patrick has been working the Coopersville Area Public Library to help the selection process of the new Library's backup Generator. He's received copies of quotes and advised the Library to ensure that quote includes all the extras required such as the concrete pad, the electrical hookup, etc. The construction tentative schedule includes breaking ground around Labor Day and tentative completion in May 2017.

DDA Committee updates:

1. Development Committee – Board member DeJong stated that the Committee is looking at several ideas and will be making solid recommendations of projects on which the Board should focus. Some ideas included Pocket Park (additional phases), downtown crosswalk, bringing in restaurants that serve beer and wine, and the 48th Avenue/East Gateway corridor infrastructure to bring more development to that intersection.
2. Finance Committee – Board member Spoelman noted that Treasurer Keri Rogers sent an email of the expenditures of which it was very minimal: mulch, stain for the dumpster enclosures, electrical maintenance.
3. Marketing Committee – Board member Schmidt stated that Marketing Director Richardson included a list of items in the board packet. The Snowplowing contract will be going out for RFP in the next few weeks. She inquired if the DPW will have tree trimming done around downtown, to which Director Patrick replied that he will look into it. Board member Schmidt stated that the dumpsters have been replaced in the parking lots and are also in newly painted enclosures.

Board member Verseput motioned to accept and file the June Information Packet, which consisted of: DDA Third Quarter Happy Hour Invitation for July 28, 2016 at Select Services, LLC; City Council Meeting minutes dated June 13, 2016; City Council Draft Meeting minutes dated June 27, 2016; Planning Commission Draft Meeting minutes dated June 20, 2016; Coopersville Area Historical Museum July 2016 Newsletter; and Monthly Permits, June 2016. Board member Spoelman seconded. Motion carried.

### **Citizen Input and Suggestions**

There were none.

### **DDA Director's Comments**

Director Patrick discussed the non-agenda items which will have an impact on the DDA. The city has been working on the DEQ to update the permits required for the necessary infrastructure expansion. Also, he stated that new city limit signs are being built and will be installed late summer to early fall. They will be more attractive addition to visitors in order to welcome them to our community. Director Patrick also highlighted his response to Pocket Park objections.

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

Marketing Director Richardson was not present. Her update was included in the packet.

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

Board member Hanenburg noted that Wood TV 8's Eight West had a news piece highlighting the Farm Museum's Tuesday night Jam sessions and had two musical performances from local Jam night regulars. He also inquired of the board if there are any more projects the development committee should be focusing on, to which Director Patrick replied with a short list of projects which could be implemented, including a wrought iron fence for safety on the north side of the tracks, fence painting, and murals around downtown. Board member DeJong suggested a resident survey in order to discover their opinion on DDA projects. Board member Hanenburg mentioned that many small towns he has visited of a similar size have a Main street which is longer than one block. Board member Schmidt replied that it would bring more people downtown if we turned the houses on Main into businesses, but cautioned that any developments on the east gateway/48th Avenue will keep people out of downtown. Board member Slater stated there is more activity now than there every has been, and would like to see some cleanup on the backside of buildings. Chairman Koch replied that Pat Raap of Raap Signs can arrange for murals through downtown as she has done some nice ones before. Board member DeJong said there are communities who have event nights to bring people downtown, with music and kids activities, food vendors and rides. Board member Schmidt stated that the city does a little of that on Tuesday Jam nights at the museum.

Board member Slater commented on how nice the downtown flowers look.

Director Patrick called attention to the bike race which is taking place in August in Polkton Township.

Board member Spoelman reminded Board members that the DDA Happy Hour is on July 28 at Select Services on West Randall.

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

Chairman Koch mentioned the new subdivision on 48th Avenue is breaking ground in early August.

### **Adjournment**

Board member Spoelman moved to adjourn the meeting. Board member DeJong seconded. Motion carried. The meeting adjourned at 5:50 P.M.

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Chairman Bob Koch/Pro Tempore Verseput