

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

APRIL 11, 2017

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

Roll Call

Present

Board member Cooper
Board member Dejong
Board member Schmidt
Board member Slater
Board Member Spoelman

Board Member Veldman
Pro Tempore Verseput
Chairman Koch
Director Patrick
Marketing Director Richardson

Absent

Board member Beers
Board member Du Pilka
Board member Hanenburg

*Board member Schmidt exited at 5:40 P.M.

Motion was made by Board Member Schmidt to approve the absences of Board Members Beers, Du Pilka, and Hanenburg from the April board meeting. Seconded by Board Member DeJong. Motion carried unanimously.

Agenda

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

Minutes

Board member Schmidt moved to approve the January 10, 2017 regular meeting minutes as presented. Board member Veldman seconded. Motion carried.

Citizen Input and Suggestions

There were none.

Scheduled Guests

There were none.

Petitions and Communications

DDA Treasurer presented the Monthly Revenue and Expenditure Report for February 2017, detailing the different incomes and expenditures. Motion was made by Board Member Spoelman to receive and file. Seconded by Board Member Verseput. Motion carried unanimously.

Motion was made by Board Member Schmidt to approve the 2.5% increase for FY 2017-2018 Refuse Rates in the Downtown District. Seconded by Board Member Slater. Motion carried unanimously.

Director Patrick updated the Board on the possibility of a new City/DDA Logo. The goal is to create a friendlier logo for the ease of branding and marketing.

Director Patrick updated the Board on Pocket Park: the RFP has been delayed due to changes in the pavilion's support post. Instead of decorative posts they will be bigger (8x8) allowing better electrical needs and saving money. The pavilion is being removed from the RFP and the DDA will purchase it direct. The contractor will still assemble with pavilion but the electrical contractor (which is not part of the RFP) will wire it. Another delay has been the LED lighting project. Director Patrick has been finalizing the upgrade/replacement of the DDA light posts/lights and would like the pocket park lights to match.

DDA Committee updates:

1. Development Committee – No report.
2. Finance and Maintenance Committee – With the addition of the Pocket Park, the committee would like to add the RR crossing at Eastmanville to be considered for improvement to reduce the noise as vehicles pass over it.
3. Marketing Committee – Marketing Director Richardson has tasked the Coopersville Graphics Art Class to design banners. The banners will be displayed along the train tracks behind city hall. Finals copies should be received by next week. A committee will select 20 banners. Tentatively May 18 will be the unveiling with a reception for the artists and their families.

Board member Spoelman motioned to accept and file the April Information Packet, which consisted of: Letter of Understanding from the DDA to the Library concerning the generator purchase dated March 1, 2017; Letter of Grant Funding from Community Foundation/Betten Baker for the Mobile Band Stand dated March 23, 2017; "Economic Investment outlook is mixed" Grand Rapids Business Journal, December 12, 2016; various articles concerning Continental Dairy/fairlife Award of MEDC grant funding dated March 28, 2017; City Council Meeting minutes dated March 13, 2017; City Council Meeting draft minutes dated March 27, 2017; Planning Commission draft minutes dated March 20, 2017; Monthly Permits Issued March 2017. Board member Verseput seconded. Motion carried unanimously.

Citizen Input and Suggestions

Jan Verberkmoes has bids out to repair the front of her building.

DDA Director's Comments

Director Patrick asked that board members continue to read the Non-Agenda items of the packet as they are included to keep board members aware of city projects.

The city has started the budget process. One potential project for the next budget is to replace the sidewalks on Eastmanville from Randall to Main. It would make the entrance to Main Street more pleasing.

Marketing Director's Comments

Marketing Director Richardson would like to thank the downtown merchants for another successful outhouse event.

Better Baker has given a \$7,500 donation. She now needs to go meet with them to decide what type of project they would like to see it used for.

Board Member's Comments

Board member Slater says there has been no snow so no complaints.

Board Member Verseput has been to a lot of grocery stores while on his trip and sees fairlife products everywhere.

Board Member Spoelman was sad to see a new cut in the 64th Ave Sidewalk.

Board Member DeJong is grateful for the Better Baker donation.

Chairman Koch's Comments

Chairman Koch had no comments.

Adjournment

Board member DeJong moved to adjourn the meeting. Board member Spoelman seconded. Motion carried. The meeting adjourned at 5:57 P.M.

Chairman Bob Koch/Pro Tempore Verseput