

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

SEPTEMBER 12, 2017

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

Roll Call

Present:

Board member Beers
Board member Cooper
Board member Du Pilka
Board member DeJong
Board member Hanenburg
Board member Schmidt

Board member Slater
Board Member Spoelman
Pro Tempore Veldman
Marketing Director Richardson

Absent:

Chairman Koch
Director Patrick

No motion was made to excuse absent Board members.

Agenda

No motion was made to approve the Agenda as presented.

Minutes

Board member Slater moved to approve the July 11, 2017, regular meeting minutes as presented. Board member Du Pilka seconded. Motion carried.

Citizen Input and Suggestions

There were none.

Scheduled Guests

Chairman Pro Tempore Veldman expressed sentiments written by Director Patrick and reflective of the time, dedication, and service which Board members Spoelman and Verseput gave to the DDA in their 19 and 20 years of service, respectively. Chairman Pro Tempore Veldman presented each with a plaque on behalf of the DDA Board.

Petitions and Communications

Motion was made by Board Member Schmidt to accept the resignation of Board Member Spoelman from the DDA Board, with regret. Motion was seconded by Board Member DeJong. Motion carried.

Motion was made by Board Member Hanenburg to receive and file the July 2017 Revenue and Expenditure Report, and it was seconded by Board Member Beers. Motion carried unanimously.

Supervisor of Building, Grounds, and Roads Bryan Buist was on hand to give an update on the Pocket Park construction. There was a lull in construction due to an issue with the utility company and the pavilion order, but the flatwork is now being put in. Concrete will be poured in the next day or two, electrical will be placed in sleeves across driveways, light poles placed in two weeks as the foundations are going in now. Curbs will be poured this week on Eastmanville and the asphalt patched. Board member Schmidt inquired how long the fencing will remain up, to which Supervisor Buist replied until the end of October. Board Member Slater inquired when this phase of construction will be complete, and Supervisor Buist stated that construction is slated to go through November and end in time for snow.

Pro Tempore Veldman asked the board to review and prioritize the list of projects in the Development Plan which was also provided by Director Patrick in the Memo. Board Member Slater inquired about the John Engler train project, to which Board Member Du Pilka stated that the Engler project would have to be scrapped as the train has been sold to the Ludington Historical Society with Director Patrick approving the change. Board Member Cooper recalled that the DDA voted to purchase the John Engler. Board Member Du Pilka replied that there was an agreement to purchase but no location was ever agreed upon. Board Member Cooper requested minutes be reviewed and shared to shed light on the timeline of the John Engler and the decisions which were made.

As related to the Development Plan projects, Board Member Du Pilka recommended combining items (c) Depot Park Improvements, (k) North Bank Trail Bike Path, and (n) Eastmanville & Danforth Streets Intersection in order to plan and build those projects together. Board Member Schmidt stated she would like to focus the North Bank trailhead downtown, and add a rest area in the downtown area. Board Members Cooper and Du Pilka agreed. Board Member DeJong and Pro Tempore Veldman expressed a desire to have a deeper understanding of where the North Bank Trail is planned to go through the city; Board Member Schmidt suggested Lukas Hill of the North Bank Trail Committee could present an update to the DDA Board and various city committees in the near future.

DDA Committee updates:

1. Development Committee – Nothing to report.
2. Finance and Maintenance Committee – With the departure of Board Member Spoelman, they will be discussing a new chairperson.
3. Marketing Committee – The update will be given by Marketing Director Richardson.

Board member Hanenburg motioned to accept and file the September Information Packet, which consisted of: "Michigan must win the bid for talent," *Grand Rapids Business Journal*; published August 18, 2017; retrieved from <http://www.grbj.com/articles/print/88683-michigan-must-win-the-bid-for-talent>; "Long Road to take overseas excursion," *Grand Rapids Business Journal*; published August 18, 2017; retrieved from <http://www.grbj.com/articles/print/88684-long-road-to-take-overseas-excursion>; City of Coopersville Master Plan 2035 Executive Summary; Kiwanis Pizza Buffet Fundraiser Benefiting Kids Programs (including NEO Forum) Flyer; City Council Meeting minutes dated August 14, 2017; City

Council Meeting draft minutes dated August 28, 2017; and Planning Commission draft minutes dated August 21, 2017. Board member Slater seconded. Motion carried unanimously.

Citizen Input and Suggestions

There were none.

DDA Director's Comments

He was absent.

Marketing Director's Comments

Marketing Director Richardson is working on:

- The billboard on I-96 has been up since first of August and the digital billboards have been placed around Metro Grand Rapids, with the primary focus around Fifth Third Ballpark.
- There is a new DDA Maintenance employee starting next week: Greg Van Weelde.
- She is planning to light up the city along Randall Street as a way of welcoming people into the city.
- The DDA website has been redone and will continue to be updated.
- The DDA will be working on expanding their social media presence.
- Working on a video for advertising, TV, like Dr. Robinson has been running, or pre-movie in theater ads.

Board Member's Comments

Board Member Schmidt expressed concern about filling vacant DDA seats and implored DDA Board members to consider good candidates.

Board Member Du Pilka complimented Supervisor Buist on the excellent job of replacing the sidewalks around the downtown neighborhoods.

Chairman Koch's Comments

He was absent.

Adjournment

Board member Hanenburg moved to adjourn the meeting. Board member Slater seconded. Motion carried. The meeting adjourned at 5:56 P.M.

Chairman Bob Koch/Pro Tempore Veldman