

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

NOVEMBER 14, 2017

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

Roll Call

Present:

Board member Cooper
Board member Du Pilka
Board member Hanenburg
Chairman Koch

Board member Schmidt
Marketing Director Richardson

Absent:

Board member Beers
Board member Slater
Pro Tempore Veldman
Director Patrick

Motion was made to excuse the absences of Board Members Beers, Slater, and Veldman by Board Member Hanenburg and seconded by Board Member Cooper. Motion carried unanimously.

Agenda

Motion was made to approve the Agenda as presented by Board Member Schmidt. Motion was seconded by Board Member Hanenburg. Motion carried unanimously.

Minutes

Board member Hanenburg moved to approve the October 10, 2017, regular meeting minutes as presented. Board member Schmidt seconded. Motion carried with Board Member Du Pilka abstaining.

Citizen Input and Suggestions

There were none.

Scheduled Guests

There were none.

Petitions and Communications

Board Member Du Pilka motioned to accept the resignation of Board Member DeJong. Board Member Hanenburg seconded. Motion carried unanimously.

Assistant to the DDA Director Anisa Williams presented the Budget and Revenue Expenditure report for September 2017. Motion was made by Board Member Hanenburg to receive and file the report. Board Member Du Pilka seconded. Motion carried.

Chairman Koch recommended combining the motions to approve the Change Orders. Board Member Schmidt motioned to approve Change Orders 1 and 3. Board Member Hanenburg seconded the motion. Motion carried unanimously.

Assistant to the DDA Director Anisa Williams updated the Board on the Pocket Park progress. The electrical on the pavilion was almost complete, the sod was being laid, the trees planted, the light poles installed, and the concrete will be cured by the time of the Santa parade.

Marketing Director Richardson discussed her recruitment efforts for new board members. She has spoken with two potential candidates and one has stated that they will be applying.

DDA Committee updates:

Board Member Hanenburg mentioned that the Committees need direction especially as they have lost chairmen and other members with recent vacancies. Chairman Koch replied that with the influx of new members, the committees will be filled again.

Board Member Du Pilka motioned to accept and file the September Information Packet, which consisted of: City Council Meeting minutes dated October 9, 2017; City Council Meeting draft minutes dated October 13, 2017; and Monthly Permits Issued October 2017. Board Member Cooper seconded. Motion carried unanimously.

Citizen Input and Suggestions

There were none.

DDA Director's Comments

Assistant to the DDA Director Anisa Williams mentioned that the next DDA meeting will be the Joint Council, DDA, and Planning Commission Meeting which will take place at the New Coopersville Library Community Room on December 11 at 6:00 PM. Tara Weise and Lukas Hill of the Friends of the North Bank Trail will be giving a short presentation on the North Bank Trail at that meeting, with a longer, more in-depth public open house planned later in spring.

Marketing Director's Comments

Marketing Director Richardson is working on:

- There are plans to have a Christmas tree placed in pocket park and tree lighting at the Santa Parade.
- The snowflakes (and trees) are being placed on poles all over town.
- The video is in its second round of edits. The script is being worked on.
- We received our first complaint about the lights on West Randall being too bright.
- We've ordered more lights for Main Street.
- The library playground ground cover is going to come up to the fence, regardless of what is decided.

Board Member's Comments

Board Member Hanenburg stated that the resurfacing of O'Malley is really nice.

Board Member Du Pilka said the Pocket Park looks amazing and he couldn't be prouder of how it's coming out.

Chairman Koch's Comments

Chairman Koch seconded Board Member Du Pilka's comments about the Pocket Park and the lights all over town do as well. He noted that there is no street sign at Main at 64th Avenue.

Adjournment

Board member Hanenburg moved to adjourn the meeting. Board member Cooper seconded. Motion carried. The meeting adjourned at 5:39 P.M.

Chairman Bob Koch/Pro Tempore Veldman