

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

August 13, 2019

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

Roll Call

Present:

Chairman Koch	Board Member Dykstra
Board Member Fyneweaver	Board Member Grossenbacher
Board Member Hanenburg	Board Member Kelly
Board Member Noel	Board Member Slater
Board Member Veldman	Board Member Ver Berkmoes
Ex-Officio Member Seyferth	Director Berends

Absent:

Board Member Du Pilka, Board Member Schmidt-Buth

Motion by Board Member Slater with second by Board Member Hanenburg to excuse the absence of Board Members Du Pilka & Schmidt-Buth. Motion carried unanimously.

Agenda

Motion by Board Member Slater with second by Board Member Hanenburg to approve the agenda as presented. Motion carried unanimously.

Minutes

Motion was made by Board Member Veldman with support by Board Member Grossenbacher to approve the July 9, 2019 regular meeting minutes as amended to note Board Member Du Pilka's absence. Motion carried unanimously.

Citizen Input and Suggestions

None

Scheduled Guests

None

Petitions and Communications

City Hall Park Budget Amendment: Director Berends gave an update on the plan for the park. There are plans to do various upgrades for electric and irrigation in the areas where the cedars are currently located. Staff would also like to look at adding a rock feature to the corner of First Street and Danforth.

Petitions and Communications Continued

The objective here is to make the space more flexible with some movable yard furniture and to accommodate special events/features.

However, this would require an additional \$10,000 that is not budgeted at this time. Director Berends asked the board if they would like to do the upgrade in phases or all at once? If it is to be done all at once then a budget amendment would be required.

Ex-officio Member Seyferth pointed out that the DDA fund balance after accounting for the budgeted items on the walk thru park would be more than \$400,000 so the fund balance could handle the budget amendment.

A motion was made by Board Member Hanenburg with support by Board Member Kelly to add \$10,000 to the City Hall Park project for FY 2019-2020. Motion carried unanimously.

DDA Director Compensation: Ex-officio Member Seyferth noted that City staff had received a 3% increase effective July 1, 2019, but because Director Berends works for the DDA board he could not authorize a pay increase without the board's approval.

A motion was made by Board Member Slater with support by Board Member Grossenbacher to increase Director Berends' pay by 3% retroactive to July 1, 2019. Motion carried unanimously.

Accept Board Member Noel to the Meeting:

A motion was made by Board Member Veldman with Support from Board Member Hanenburg to accept Board Member Noel to the meeting at 5:27 PM. Motion carried unanimously.

Merchant Association Redevelopment: Director Berends gave an overview of the objectives of redeveloping the merchant association (M.A.) and her understandings of some of the hurdles. One of the largest hurdles is the need for event insurance. At this time the M.A. couldn't afford to carry insurance and there's been some exploration of either the City or DDA extending their insurance coverage to the M.A. Director Berends also talked about the importance of having more events on Main Street and noted that was a key role the M.A. could play rather than the DDA.

Ex-officio Member Seyferth noted that there was some concern from the City about being the one to extend insurance coverage and that technically that can only happen for City departments and events. So it would be a difficult lift. Member Seyferth also noted that there would be steps the DDA would have to take to get its own insurance, which includes its own Tax ID. This would be a step the DDA board would have to take on its own.

Board Member Slater recommended bringing in the Chamber because they could be a key player, and that a lot of work was done in the past to get things rolling on Main Street with the merchants.

Board Member Ver Berkmoes discussed some of the history of the M.A. including events and collaborations.

A motion was made by Board Member Ver Berkmoes with support from Board Member Noel to direct staff to keep looking into restating the Merchant Association, including looking at what role the DDA can play in that. Motion carried unanimously.

Petitions and Communications Continued

Landscaping Church Street Right of Way: The church parking area on the north side of the DDA parking lot will be redone later this summer. City staff would like to redo the curb in that area and are asking that the DDA help cover some of this cost.

A motion was made by Board Member Slater with support from Board Member Ver Berkmoes to support this project in an amount not to exceed \$3,000. Motion carried unanimously.

DDA Light Pole Upgrades, Phase 3: Director Berends gave an overview of the project which is a continuation of the light pole replacement that happened in North DDA and along Main Street. These poles will be placed in South DDA and along the sidewalk south of the Railroad Tracks. It was noted this was a budgeted item.

DPW Superintendent Bryan Buist also gave an overview of a history of the project and noted the reason we're moving forward with this now is that the poles we've used in other parts of the DDA are being phased out, so this pole needs to be purchased now so we can have the matching design.

Board Member Veldman asked about the light poles on Randall near Mill Street and about updating those. Superintendent Buist noted those poles are owned by Consumers Energy.

A motion was made by Board Member Ver Berkmoes with support from Board Member Slater to move forward with the light pole replacement project as presented and budgeted. Motion carried unanimously.

Accept Board Member Dykstra to the Meeting:

A motion was made by Board Member Veldman with Support from Board Member Ver Berkmoes to accept Board Member Dystrak to the meeting at 5:52PM. Motion carried unanimously.

Board Information Packet: A motion was made by Board Member Veldman with support from Board Member Hanenburg to receive and file the information packet. Motion carried unanimously.

Citizen's Input & Suggestions

None

Board Activity – Mad Libs

Director Berends has the DDA Board complete a "mad libs" activity that focused on the objective of the DDA. She'll compile the responses and give an overview at the September board meeting.

DDA Director's Comments

None

Board Member & Chairman Koch's Comments

Board Member Hanenburg gave a brief overview of the status of the East Gateway project noting that it is moving forward.

Adjournment

Motion by Board Member Veldman with support from Board Member Slater to adjourn the meeting.

Motion carried unanimously. Meeting adjourned at 5:58 P.M.

Chairman Bob Koch

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