CITY OF COOPERSVILLE

REGULAR DOWNTOWN DEVELOPMENT AUTHORITY MEETING

Coopersville City Hall; 289 Danforth Street, Coopersville, Michigan

November 10, 2020

Board Chair Veldman called the meeting to order at 5:21 P.M.

**Roll Call**

Present:

 Board Member Kelly Board Member Grossenbacher

Board Member Buth Board Member Luther

Board Member Noel Board Member Fynewever

 Chairman Veldman Ex-Officio Member Seyferth

Absent:

Board Members Du Pilka, Ver Berkmoes, Dykstra, Slater

Motion by Board Member Fynewever with second from Board Member Buth to excuse Board Members Ver Berkmoes, Dykstra, and Slater. Motion passed unanimously by a roll call vote.

**Minutes**

Motion by Board Member Buth with Support from Board Member Fynewever to approve the meeting minutes of October 13, 2020 as amended. Motion passed unanimously by a roll call vote.

**Citizen Input and Suggestions**

None

**Petitions & Communications:**

**Director Status Update**

Ex-officio Member Seyferth noted that the job has been posted for about two weeks and the job is “open until filled.” To date the Chamber/DDA have received two applications for the position. It is planned that a first review will happen the week of November 16 and the board members from the DDA and Chamber that were selected for the director interview committee will determine if they want to interview sooner or later.

**Holidays in Coopersville**

Ex-officio Member Seyferth gave an update on Holiday decorating along Main Street, let the DDA know the Christmas tree will go up this year after Thanksgiving and that a local tree was identified. Lights are already up on the trees. The board was also reminded of the changes to the Santa Parade and that Santa would be visiting each neighborhood.

Board Member Buth asked if the other holiday decorations would be going up on the light poles?

Staff confirmed those would be going up.

**Pay Application 5 – Apex Construction, Walk Thru Park**

Staff was asked if the project could be finished for the balance of what was left in the project, about $87,000. It was indicated this is the bid price the DDA accepted (total of about $260,000) and that any deviation of that would require a change order be approved by the DDA Board.

Staff further indicated that they were confident there wouldn’t be any large change orders to finish the project.

Motion by Board Member Grossenbacher with Support from Board Member Noel to approve Pay Application 5 from Apex Construction. Motion passed unanimously by roll call vote.

**Committee Updates:**

1. Plan 2020 – Ex-officio member Seyferth provided an update on the plan and let the DDA know they would provide final approval at their December meeting and then the plan would go on the City Council for their final approval. At the City Council meeting there would be a public hearing to allow for additional public feedback.

Board Members Grossenbacher and Noel gave some background on how the projects were arrived at.

Board Member Buth asked about the North DDA Pavilion and the limited amount of work that was referenced in the plan.

A discussion was then had about the future of the Pavilion. There was also discussion about the possibility of moving the pavilion to another location. There was a feeling among board members that its current location is good, and they would like to see that maintained and enhanced. But there was nothing wrong with considering the possibility of moving the pavilion if it was part of a larger plan.

Board members agreed that some addition clarification on the Pavilion should be added. Staff will add to the Pavilion project “enhancements, rehab and/or movement”

1. Façade Grant – Board Member Buth gave an overview of the project and talked about an information error between the letter and application (the letter had a lesser amount that could be awarded than what the application does).

Board Member Buth also asked the board what they thought of extending the deadline until the end of Dec. 2020.

Staff indicated they did not see an issue with this, and it would still give time for the committee to review applications and award grants ahead of the Spring building season.

Motion by Board Member Buth with Support from Board Member Grossenbacher to extend the façade grant deadline to December 31, 2020. Motion passed unanimously by roll call vote.

**DDA Information Packet**

Motion by Board Member Buth with a Second from Board Member Fynewever to receive and file the DDA Information Packet. Motion carried unanimously by roll call vote.

**Citizen’s Input and Suggestions**

None

**Director’s Comments**

Ex-officio member Seyferth noted that City operations would be closed on Wednesday, Thursday and Friday of Thanksgiving week pre the approval of City Council.

**Board Member & Chair Veldman’s Comments**

Board Member Buth let the board know that deer widow’s weekend was a great success and that most (if not all) downtown businesses participated in some way and saw good sales. She pointed out that events are a good thing for town and that this event brought in people from outside of the community.

It was also noted that Discover Coopersville posts are doing great and she wanted the City staff to know that downtown looks great and encouraged all board members to check it out at night.

Board Member Noel noted that they saw a busy Saturday with the event, and it was equal to a Saturday when the train runs.

Board Member Fynewever also noted that downtown looks great.

Chair Veldman also wanted to note how good downtown looked.

**Adjournment**

Motion by Board Member Fynewever with support from Board Member Buth to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 5:56 P.M.

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Chairman Ron Veldman