

CITY OF COOPERSVILLE  
REGULAR DOWNTOWN DEVELOPMENT AUTHORITY MEETING  
**Held Virtually via GoToMeeting in compliance with State of Michigan COVID-19 orders**  
Coopersville City Hall; 289 Danforth Street, Coopersville, Michigan

January 12, 2021

Board Chair Veldman called the meeting to order at 5:17 P.M.

**Roll Call**

**Present:**

Board Member Kelly	Board Member Grossenbacher
Board Member Buth	Board Member Slater
Board Member Noel	Board Member Fynewever
Board Member Dykstra	Board Member VerBerkmoes
Board Member Luther	Chairman Veldman
Ex-Officio Member Seyferth	

**Absent:**

Board Members Du Pilka, Slater

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

**Minutes**

Motion by Board Member VerBerkmoes with Support from Board Member Noel to approve the meeting minutes of December 8, 2020 as presented. Motion passed unanimously by a roll call vote.

Motion by Board Member Noel with Support from Board Member Fynewever to approve the meeting minutes of March 10, 2020 as presented. Motion passed unanimously by roll call vote.

**Citizen Input and Suggestions**

None

**Petitions & Communications:**

**Chamber/DDA Director Contract**

Ex-officio Member Seyferth presented an overview of the agreed to contract between the Chamber/DDA and Rebecca Wildeboer. The primary details, including work expectations, hours per week and compensation were presented.

Motion by Board Member Kelly with Support from Board Member Grossenbacher to approve the employment agreement between the DDA/Chamber and Rebecca Wildeboer as presented. Motion passed unanimously by roll call vote.

**Change Orders 2&3 – Apex Construction, Walk Thru Park**

Ex-officio Member Seyferth presented the two change orders for consideration. Change order 3 for \$2,500 was specifically called out and a brief discussion was had regarding the powder coating of the stainless-steel grates that are part of the fireplace. Mr. Seyferth noted that the stainless looks rather unfinished and he requested that some additional solutions be explored. The black powder coating seemed to be the best solution.

Board Member Buth asked when the power coating would be done. Mr. Seyferth responded that it was already in process (the grates has been removed) and it was being done locally, so it shouldn't be too long of a process. Mr. Seyferth stated he would follow up with the board once he had a timeline on the reinstall of the refinished grates.

Motion by Board Member Buth with Support from Board Member Grossenbacher to approve the two change order 2&3 from Apex Construction. Motion passed unanimously by roll call vote.

**Apex Construction, Pay Request 7, Walk Thru Park**

Ex-officio Member Seyferth presented the pay request and noted that the "Balance & Retainage" of \$2,500 noted in the memo did not include the change orders that were just approved so that \$3,500 would be added to the balance. This was being pointed out because if the two pay requests memos were compared, there would be a discrepancy and he wanted that noted in the minutes.

Motion by Board Member Buth with support from Board Member Fyneweever to approve Pay Request 7 from Apex Construction. Motion passed unanimously by roll call vote.

**DDA Information Packet**

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

**Citizen's Input and Suggestions**

None

**Director's Comments/Report**

Ex-officio Member Seyferth gave an update on the following topics:

Introduced Aleksander Mizikar, Coopersville's new Deputy City Manager.

Provided an overview of the River Street water main fix that was scheduled for earlier in the week and noted that a temporary fix was completed but that staff was working with engineers to try and devise a more permanent solution.

The budget process for FY2021-22 was started this week.

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

Board Member Buth asked about the times the fireplace would be on and asked if it could be on at specific times and when it would be appropriate to start reaching out to Rebecca for DDA matters.

Ex-officio Member Seyferth noted that the fireplace was programable and we could really set up whatever schedule we liked – during testing it was being run from 9AM-9PM. It was also noted it would be appropriate now to start reaching out to Rebecca – communication is great. But it was noted any directives needed to come from the board.

Chair Veldman thanked Ex-officio Member Seyferth for his help during the transition between DDA directors.

**Adjournment**

Motion by Board Member Buth with support from Board Member Fyneweaver to adjourn the meeting. Motion passed unanimously roll call vote. Meeting adjourned at 5:48 P.M.

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Chairman Ron Veldman