

Comstock Park Downtown Development Authority
Regular Meeting
January 21, 2009

1. The regular meeting of the Comstock Park Downtown Development Authority was called to order at 8:00 AM on January 21, 2009 at the Comstock Park Public School Administrative Building, 101 School Street NE, Comstock Park, MI by Chairman Bass. Members present: Michael Bass, Ed Hood, Steve Thompson, Larry Roelofs, Larry Allan, Rick Ericksen, Jim Jarecki, George Meek and Michael Frey. Members absent: none. Also present: Plainfield Charter Township Manager Bob Homan, Plainfield Charter Township Deputy Clerk Jeff Hawkins, Plainfield Charter Township Accounting Manager Warren Smith, Kent County Sheriff Deputy Nate Ertle and York Creek Apartments General Manager Lorene Polis. Guests: Bill Parris and Tom Lamoreaux.
2. Mr. Meek moved, supported by Mr. Roelofs that the minutes of November 19, 2008 be approved with two minor grammar changes. Ayes: 9. Nays: 0. Motion carried.
3. The Treasurers Report's from November and December were presented and explained. Mr. Smith helped the board understand the layout and figures on the reports. Mr. Smith will be meeting with Mr. Frey prior to the next meeting to work on financials. Mr. Hood moved, supported by Mr. Meek to accept the November and December Treasurers Reports as presented. Ayes: 9. Nays: 0. Motion carried.
4. Chairman Bass updated the DDA members on four items:
 - Mr. Bass and Mr. Jarecki attended the special meeting of the Township Board and Planning Commission to discuss Form Based Code.
 - Mr. Bass wanted to thank the American Legion for the use of their facility for the holiday gathering in December 08.
 - Vicki's Nails was denied a variance for ground floor living space.
 - York Creek Apartments General Manager Lorene Polis gave an update on the complex. There are a total of 1,764 apartments, with approximately 4,000 residents. Currently York Creek has a 94% to 95% occupancy rate and continues to be the state's largest apartment complex, accounting for nearly 28% of Alpine Townships population. All applicants and occupants are screened (criminal background, landlord, credit, etc.) prior to rental approval. York Creek is implementing a new interactive website that will allow residents to post complaints and concerns directly to management, 24 hours a day.
5. Mr. Hood moved, supported by Mr. Meek to approve \$2,662.80 (20%) Façade Improvement Grant to the Gilmore Group. The total estimated project cost will be \$13,314.00. Mr. Roelofs questioned if a boiler plate easement was necessary for this project. Mr. Bass will check with the CPDDA attorney.
6. Mr. Erickson gave an update on the White Pine Trail expansion project. Final details will be completed in spring 2009. Members asked if the Maintenance Committee would be charged with overseeing the new trail spur. That matter will be decided later this year.
7. Mr. Frey stated that the Public Relations Taskforce has secured a domain name for the DDA and it is now operational (www.comstockparkdda.org). Planning will begin soon on an April dedication of the new trail spur.
8. Mr. Roelofs addressed the subject of having parking lots included as part of the Façade Improvement Program. After some discussion, no motion was made, so the subject dead. No more action will be taken on this subject at this time.

9. Maintenance Committee update: Mr. Roelofs checked with Johnny Logo on 6 Mile Road and got pricing. They do not make banners and therefore would have to sub-contract to an outside vendor. For that reason, the board feels there is no reason to use Johnny Logo. Mr. Erickson moved, supported by Mr. Hood to authorize \$2,500.00 for the purchase of banners from Project Graphics. Mr. Erickson made a friendly amendment and asked that the total be raised to \$3,000.00. Ayes: 9. Nays: 0. Motion carried. Mr. Meek moved, supported by Mr. Erickson to use a generic style banner from Project Graphics. Ayes: 2. Nays: 7. Motion failed. Mr. Thompson moved, supported by Mr. Erickson to have five options made available and narrow it to two (2) at the February meeting. Ayes: 4. Nays: 5. Motion failed. Mr. Hood moved, supported by Mr. Erickson to use the baseball and bikes artwork with the pre-determined color scheme. Ayes: 8. Nays: 1. Motion carried.
- 10 Under new business: Mr. Bass would like to see some type of concert series in the park during the spring and summer months. Possibly for 2 hours on a weeknight to draw people to the downtown area or in conjunction with the Comstock Park Rotary - Chicken BBQ. Mr. Hood moved, supported by Mr. Roelofs to form an Entertainment Committee. Ayes: 9. Nays: 0. Motion carried. Mr. Hood, Mr. Homan and Mr. Bass will be the committee members.
11. Election of Officers for 2009: Mr. Meek moved, supported by Mr. Roelofs that Rick Erickson serves as Chairperson. Mr. Hood moved, supported by Mr. Meek to cast a unanimous ballot. Ayes: 8. Nays: 0. Motion carried. Mr. Meek moved, supported by Mr. Roelofs that Jim Jerecki serves as Vice-Chairperson. Mr. Hood moved, supported by Mr. Meek to cast a unanimous ballot. Ayes: 8. Nays: 0. Motion carried. Mr. Meek moved, supported by Mr. Roelofs that Ed Hood serves as Secretary. Mr. Bass moved, supported by Mr. Meek to cast a unanimous ballot. Ayes: 8. Nays: 0. Motion carried. Mr. Meek moved, supported by Mr. Hood that Mike Frey serves as Treasurer. Mr. Bass moved, supported by Mr. Meek to cast a unanimous ballot. Ayes: 8. Nays: 0. Motion carried.
12. Citizens were offered a chance to address the Board. Mr. Lamoreaux feels that the Form Based Code allowing larger street facing windows would help with security. He commented that Grand Haven is working on this type of design. Larger windows allow for better visibility into the business with foot track, but speeds need to be lowered to allow vehicle traffic to see in better. He also offered artwork of the Mill Creek Waterwheel if the DDA was interested in using it. Mr. Parris gave an update on the condition of his granddaughter and thanked everyone for their thoughts and prayers. Mr. Hood passed on comments from businesses and customers on how much they appreciated the Christmas decorations downtown this year. Mr. Bass thanked the DDA for the opportunity to serve his two years as Chairperson.
13. The meeting adjourned at 9:07 AM.

Jeffrey S. Hawkins, CMC
Plainfield Charter Township Deputy Clerk