

Comstock Park Downtown Development Authority  
Regular Meeting  
March 18, 2009

1. The regular meeting of the Comstock Park Downtown Development Authority was called to order at 8:00 AM on March 18, 2009 at the Comstock Park Public School Administrative Building, 101 School Street NE, Comstock Park, MI by Chairman Erickson. Members present: Larry Roelofs, Larry Allan, Rick Ericksen, Jim Jarecki, George Meek, Michael Frey, Ed Hood and Steve Thompson. Members absent: Michael Bass. Also present: Plainfield Charter Township Manager Bob Homan, Plainfield Charter Township Deputy Clerk Jeff Hawkins, Kent County Sheriff Deputy Nate Ertle and Comstock Park Public Schools Superintendent Ethan Ebenstein. Guest: Bill Parris.
2. Mr. Meek moved, supported by Mr. Roelofs that the minutes of February 18, 2009 be approved with one minor grammar change. Ayes: 8. Nays: 0. Motion carried.
3. The Treasurers Report's from February was presented and explained. Mr. Meek moved, supported by Mr. Allan to accept the February Treasurers Report as presented. Ayes: 8. Nays: 0. Motion carried.
4. Chairman Erickson updated the DDA members on four items:
  - The wording on the 44" x 25" x 18" limestone monument marker for the dedication of the new trail spur was approved. Mr. Meek moved, supported by Mr. Allan to have the following wording on the dedication marker: Comstock Park; White Pine Trailhead; Dedicated; May 16, 2009; The Comstock Park area trailhead was funded and constructed; under the direction of the Comstock Park Downtown; Development Authority. The adjoining parking areas and trail; system will serve as both a recreational opportunity and the; patrons of the downtown community.; Comstock Park DDA Board; Michael Bass Larry Roelofs; Rick Ericksen Steve Thompson; Ed Hood Michael Frey; Larry Allan Jim Jarecki; George Meek. Ayes: 8. Nays: 0. Motion carried.
  - The DDA has been approached and asked if it would be possible to display 3 or 4 "Grand River Watershed - Yours To Protect" banners in the downtown area. These banners would be 24x36 and display arms would need to be purchased. This item was tabled to gather additional information.
  - Scott Post, Prein & Newhof and Chairman Erickson walked the length of the trail spur and made a punch list of items to be reworked and/or completed. The orange construction barrels will be removed soon as the bollards are put in place. Reflective stripping will be added to the bollards for better night visibility. As soon as electrical work is completed, the trail lighting system will be operational and on from Dusk to 2:30 AM each day. The time will be adjusted as the season's changes.
  - Chairman Erickson has acquired the names of the four property owners that easements will be needed from to connect the trail spur to the Woodland Paving trail along Mill Creek. Mr. Hood and Mr. Homan will be contacting the property owners.
5. Public Relations Taskforce: No report.
6. Maintenance Committee update:
  - The final cost from Johnny Logo on the purchase of new banners is \$2,415.65. The banners will be delivered in early April
  - Mr. Roelofs has received a bid from Clarks Nursery for 2009 lawn and tree maintenance.
  - Mr. Allan will check with Boy Scout Troop #304 to see if they are interested in doing trash clean up along West River Drive and the new trail spur as they have done in the past. Mr. Hood will check with McDonalds and Mr. Allan will check with Speedway to see

if they are willing offer some type of financial contribution toward the project, since the majority of the trash in that area is from those two businesses. These funds would go to the Boy Scouts.

7. Under new business:

- Dairy Delight has submitted a Façade Improvement Application which was received on March 17. The total cost of improvements was \$8,924.00 and they are requesting \$1,784.00 in a Façade Improvement Grant. Mr. Meek would like to see a detailed breakdown of the costs from JWK Construction and not just a final number. Mr. Allan moved, supported by Mr. Hood that once a detailed breakdown was received, along with the proper needed permits from the township, that the Executive Committee be allowed to make a final decision as not to stop progress on the construction for an entire month. Ayes: 7. Nays: 1 (Meek). Motion carried.
- The subject was discussed that it may be time that the DDA needs an employee or sub-contractor to handle all of the maintenance issues. The board agreed to watch total maintenance expenses through the year and discuss this subject at a later date.
- Mr. Hood has offered the back of his building (facing the new parking area and trail) to allow for a new sign to be installed with regard to the new trail / parking / downtown area. Mr. Parris has offered to donate the sign.

8. Citizens were offered a chance to address the Board. Deputy Ertle stated that several complaints have been filed in the area regarding men posing as UPS drivers and robbing unoccupied homes during the day.

9. Next meeting: April 15, 2009 - 8:00 AM

10. The meeting adjourned at 9:34 AM.

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Jeffrey S. Hawkins, CMC  
Plainfield Charter Township Deputy Clerk  
CPDDA Recording Secretary