

**Stockbridge DDA**  
**Special MEETING AGENDA**  
**305 W Elizabeth Street, Room #112**  
**Friday – September 3rd, 2021 at 2:30 PM**

**CALL TO ORDER**

- Roll Call, SDDA Board Members
- Pledge of Allegiance
- Approval of Agenda

**PUBLIC COMMENT**

**COMMITTEE REPORTS:**

- Board awareness of Conversations regarding the TIF Map on accuracy of who's actually in or out of the DDA District.
- Brainstorm What should be included in a vision Statement? What will Downtown Stockbridge look like in 20 years?  
Strengths/Weaknesses See Spread sheet
- Michigan Main Street.
- List Amendments to be revised and consultation of why so many amendments and potential to revise that in the future
- Design committee report Judi, Mellisa & Geri  
The proposal to combine downtown beautification into a rendering and then bid out the project as a whole or individual work, focus on professionals to complete.  
Work to include but not limited to Sidewalks, Alley, Wayfinding signs, Planters etc. **First Step complete Define scope of work.**  
Annette to visit **proposed September 3<sup>rd</sup>** Special meeting to discuss brain storm ideas, look at master plan, visit in person scope of work as identified & discuss plan Amendment process for consolidation.

**BUSINESS**

1. [Progressive Pump Tracks | Pump It!](#)  
**Share Quick update on Cole follow up to previous questions**

**PUBLIC COMMENT**

**BOARD MEMBER COMMENTS**

**NEXT MEETING** Next meeting be held September 23rd 5:45 Regular meeting

**ADJOURNMENT**

STEPS		EXPLANATION	SUPPLIES				
SWOT Analysis		ID strengths, weaknesses, opportunities, threats	Large 3M Sheets, Colored Markers				
Mission Statement		Develop a mission statement					
Vision Statement		Brainstorm what should be included in a vision statement; what will Downtown Stockbridge be like in 20 years?					
Identification of Focus Areas		Agree on general activities that the DDA should concentrate on; economic development, placemaking, marketing, etc					
Review of Pending Master Plan		ID projects that happen downtown					
Project Prioritization							
Year 1		ID projects to complete in FY 22	Above, plus dots				
Year 2		ID projects to complete in FY 23					

Let me know if you have any additional questions I can answer.

Best,

[Quoted text hidden]

Pump  
Tracks  
Follow  
UP



By agreeing to the conceptual design contract are we agreeing ultimately that the pump track has to be made and be made by one of your companies?

Once you have the conceptual design, you can do whatever you want with it. With asphalt pump tracks, we almost always build the pump track we design, because we don't have any legitimate competitors in that market. But you do have the option to put that design out to bid, in which case I would recommend including qualifications to ensure that you work with a professional build firm.

I can see on the contract that it says \$7500 design contract I had put it out to the board that it's a \$7,000 to \$10,000 investment can you share with us what is your average investment with companies that you move into this agreement?

The design contract costs \$7500 + reimbursables (not to exceed \$9,000), so what you put out to the board is accurate other than it would never cost you more than \$9,000. Typically, it lands somewhere between \$8k-\$9k.

Is there anyway you can help us with the connection on the Wayne pump track people as we would like to reach out to them specifically for ideas on how to manage our bid process?

Wayne County for sure used Sourcewell to purchase the Velosolutions pump track. However, I'm not the one who worked with Wayne County, I tried to reach out to them and haven't got a response. I will keep trying to contact Wayne County, but Cleveland Metroparks just purchased through Sourcewell and would be happy to share the process they went through if you want to give them a call.

When do you anticipate having the funds together to start the design process? The design services shouldn't need to go out to bid or be purchased through Sourcewell because it's under your bid threshold, so we could get started as soon as you guys are ready.

[Quoted text hidden]

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**Geri Uihlein** <guihlein@stockbridgedda.org>

Fri, Aug 27, 2021 at 7:54 AM

To: Cole Beckham <cole@americanrampcompany.com>

Cc: Molly Howlett <president@vosmi.org>, Mellisa Powers <mellisalpowers@gmail.com>, dan closser <drclosser@gmail.com>

Good morning Cole we had our DDA meeting last night and we have a few follow-up questions regarding pump tracks. The specific question of section under design revisions was asked for you to elaborate on both bullet points? By agreeing to the conceptual design contract are we agreeing ultimately that the pump track has to be made and be made by one of your companies?

I can see on the contract that it says \$7500 design contract I had put it out to the board that it's a \$7,000 to \$10,000 investment can you share with us what is your average investment with companies that you move into this agreement? Is there anyway you can help us with the connection on the Wayne pump track people as we would like to reach out to them specifically for ideas on how to manage our bid process?

Thanks! Geri Uihlein

On Monday, July 26, 2021, Cole Beckham <cole@americanrampcompany.com> wrote:

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**Cole Beckham** <cole@americanrampcompany.com>

Tue, Aug 31, 2021 at 9:29 AM

To: Geri Uihlein <guihlein@stockbridgedda.org>

Cc: Molly Howlett <president@vosmi.org>, Mellisa Powers <mellisalpowers@gmail.com>, dan closser <drclosser@gmail.com>

Hey Geri,

I apologize for the delay in response as I was on vacation last week.

The specific question of section under design revisions was asked for you to elaborate on both bullet points?

After we work with your team to create a conceptual design in the selected location and budget, we will then present a 3D rendering that shows the pump track laid out on your site (see below). Design revisions would refer to any adjustments you want to make to this 3D rendering. Normally with Velosolutions there are no changes requested. Typically, when we see design revisions are on skatepark projects where we are working with a group of skaters who want to have input on the specific features that go into the park. With Velosolutions, you guys will be working directly with the best and most experienced pump track designer in the world. And if there are adjustments that need to be made, we would do whatever is needed to make sure you guys are happy with the design.

To: Geri Uihlein <guihlein@stockbridgedda.org>

Cc: Molly Howlett <president@vosmi.org>, Daryl Anderson <danderson@stockbridgedda.org>

Hey Geri,

That's awesome to hear! I'm so excited for you guys to get one of these as I have seen many examples of the positivity they can bring to a community.

I looked through our presentation for a "funding approved" slide and didn't see one, so I assume this is something you made on your own. Could you share with me which track Stockbridge is most interested in?

I'm confident that you can use Sourcewell. I can answer any questions you have about the Sourcewell Contract, but if you have someone in your group who is saying that it will not work, you guys could give Cleveland Metroparks (OH) a call because they just purchased a Velosolutions pump track through it last month.

Jim Rodstrom – 216.739.6044

Keep me posted!

Thanks,

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**From:** Geri Uihlein <guihlein@stockbridgedda.org>

**Sent:** Tuesday, August 17, 2021 4:56 PM

**To:** Cole Beckham <cole@americanrampcompany.com>

**Cc:** Molly Howlett <president@vosmi.org>; Daryl Anderson <danderson@stockbridgedda.org>

**Subject:** Re: Pumptrack Project

[EXTERNAL EMAIL]

Hi Cole we've had a very positive response throughout the community and board, everyone seems to be on the team pump track. The gentleman that was at the zoom presentation Dan the BMX'r will be live at our next meeting on August 26th as well. We briefly talked about the favorite track and it was the one that we showed last in our video "funding approved" we could potentially build.

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**Geri Uihlein** <guihlein@stockbridgedda.org>

Thu, Aug 19, 2021 at 1:03 PM

To: Debbie Nogle <clerk@vil.stockbridge.mi.us>, Molly Howlett <president@vosmi.org>

Cc: Mellisa Powers <mellisapowers@gmail.com>

Hi ladies!

Debbie have you ever used this before and with this satisfy our bid process for pump tracks do you know?

----- Forwarded message -----

**From:** Cole Beckham <cole@americanrampcompany.com>

**Date:** Wed, Aug 18, 2021 at 9:53 AM

**Subject:** RE: Pumptrack Project

To: Geri Uihlein <guihlein@stockbridgedda.org>

Cc: Molly Howlett <president@vosmi.org>, Daryl Anderson <danderson@stockbridgedda.org>

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**3 attachments****PA, Oakmont 2.jpg**  
816K**PA, Oakmont 3.jpg**  
866K**PA, Oakmont.jpg**  
1358K

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**Geri Uihlein** <guihlein@stockbridgedda.org>

Tue, Aug 17, 2021 at 5:55 PM

To: Cole Beckham &lt;cole@americanrampcompany.com&gt;

Cc: Molly Howlett &lt;president@vosmi.org&gt;, Daryl Anderson &lt;danderson@stockbridgedda.org&gt;

Hi Cole we've had a very positive response throughout the community and board, everyone seems to be on the team pump track. The gentleman that was at the zoom presentation Dan the BMX'r will be live at our next meeting on August 26th as well. We briefly talked about the favorite track and it was the one that we showed last in our video "funding approved" we could potentially build.

I have yet to share your previous email with the rest of the team but we will it's pretty awesome details. We will review that email as well and we will respond thank you.

Geri Uihlein

On Mon, Jul 19, 2021 at 9:46 AM Cole Beckham &lt;cole@americanrampcompany.com&gt; wrote:

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Thanks! Geri Uihlein

Chair Stockbridge Downtown Development Authority

305 W. Elizabeth St (Old Middle School)

Meeting/ Office Room 107

Stockbridge, MI 49285

<https://www.stockbridgedda.org/>

Tel: (734) 644-0544

"There is no limit to what you can accomplish as long as you do not care who gets the credit" Harry S Truman



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**Cole Beckham** <cole@americanrampcompany.com>

Wed, Aug 18, 2021 at 9:53 AM

<https://mail.google.com/mail/u/0?ik=23954147cb&view=pt&search=all&permthid=thread-f%3A1705721107626255495&simpl=msg-f%3A17057211076...> 7/11

Hi Cole we had our last meeting we're keeping the pump track train going. We are hung up a little bit on sole-source we believe we need to still do the big process per our required agreement through the village. There is couple folks working on that in the background anything you can send that you had offered previously please do.

Also can you list and forgive me if you've already done this where the closest pumptracks that you guys have done to Stockbridge Michigan. We have a couple of folks want to take a field trip and go see it for themselves in person.

Geri Uihlein

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**Cole Beckham** <cole@americanrampcompany.com>

Mon, Aug 16, 2021 at 10:51 AM

To: Geri Uihlein <guihlein@stockbridgedda.org>

Cc: Molly Howlett <president@vosmi.org>, Daryl Anderson <danderson@stockbridgedda.org>

Hey Geri!

No worries. If it looks like sole source may not be an option for you, Sourcewell will definitely work. Sourcewell is a National Purchasing Contract in which we have already been competitively bid out against other firms. Utilizing Sourcewell fulfills all procurement laws and is very common in the industry. In pretty much everything else that we do, we actually have competition (unlike asphalt pump tracks) and I'd say about 80% of our contracts are through Sourcewell. Wayne County, MI purchased their Velosolutions asphalt pump track through the Sourcewell Contract in 2018.

Here's a video overview of Sourcewell that will explain it better than I did - <https://www.youtube.com/watch?v=yrZJLXmqkeA>

If Stockbridge is not a Sourcewell member, you can easily sign up for free here - <https://www.sourcewell-mn.gov/register>

Nearest Velosolutions pump tracks:

Wayne County, MI - <https://www.google.com/maps/place/Pump+Track/@42.3430341,-83.3594238,17z/data=!3m1!4b1!4m5!3m4!1s0x883b4d65b83fa9ad:0xffc177cdb3c07ab3!8m2!3d42.3430302!4d-83.3572351>

Cleveland Metroparks, OH - under contract for design/build (also Sourcewell)

Oakmont, PA (completed build last month) - <https://www.google.com/maps/place/Creekside+Park/@40.512643,-79.8279532,311m/data=!3m1!1e3!4m5!3m4!1s0x883494aa6dd0e887:0x6f469b3a9c383470!8m2!3d40.5134137!4d-79.8288346>

Instagram video - [https://www.instagram.com/p/CQ5\\_I1WnJ1q/?utm\\_source=ig\\_web\\_copy\\_link](https://www.instagram.com/p/CQ5_I1WnJ1q/?utm_source=ig_web_copy_link)

I also attached photos of this one.

Scioto County, OH – Signing design/build contract this week

Let me know if you have any follow up questions.



**Cc:** Molly Howlett <president@vosmi.org>; Daryl Anderson <danderson@stockbridgedda.org>

**Subject:** Re: Pumptrack Project

[EXTERNAL EMAIL]

Hi Cole there was something else really important that came up at the meeting that I forgot to address yesterday. I know this is something we've already discussed but we need to revisit the idea of sole-source vendor. We have a purchasing policy that we need to comply with, do you already have a form letter that discusses this? Wasn't sure if our conversation on this was in writing or verbal so wanted to get it out there in a documented format to see what you can provide us to help us move forward.

[Quoted text hidden]

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**Geri Uihlein** <guihlein@stockbridgedda.org>  
To: Daryl Anderson <danderson@stockbridgedda.org>  
Cc: Molly Howlett <president@vosmi.org>

Mon, Jul 26, 2021 at 1:26 PM

Hi Daryl does the response from Cole address your concern about our purchase policy?

[Quoted text hidden]

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**Geri Uihlein** <guihlein@stockbridgedda.org>  
To: Daryl Anderson <danderson@stockbridgedda.org>  
Cc: Molly Howlett <president@vosmi.org>

Mon, Jul 26, 2021 at 4:16 PM

Daryl what's your thoughts

----- Forwarded message -----

From: **Cole Beckham** <cole@americanrampcompany.com>

Date: Monday, July 26, 2021

Subject: Pumptrack Project

To: Geri Uihlein <guihlein@stockbridgedda.org>

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**Daryl Anderson** <danderson@stockbridgedda.org>  
To: Geri Uihlein <guihlein@stockbridgedda.org>

Tue, Jul 27, 2021 at 5:26 PM

Big specifications that eliminate all other vendors are tricky if someone ask why did we make the length of experience stipulation. The sole source for aconstuction of a specific product ie. Curves, bumps ,ect is justifiable. I'm not aware of the alternative bid format. Sole source design configuration may possibly allow sole sourcing.

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**Geri Uihlein** <guihlein@stockbridgedda.org>  
To: Daryl Anderson <danderson@stockbridgedda.org>  
Cc: Molly Howlett <president@vosmi.org>

Wed, Jul 28, 2021 at 9:13 AM

Is this a Gormley question do we get legal advice? Or is this just a judgment call from the committee of people working on pump tracks ?

Trying to wrap my head around exactly what you're saying, we may have to talk this through if your position is we need more bids.

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**Geri Uihlein** <guihlein@stockbridgedda.org>  
To: Cole Beckham <cole@americanrampcompany.com>  
Cc: Molly Howlett <president@vosmi.org>, Daryl Anderson <danderson@stockbridgedda.org>

Sun, Aug 15, 2021 at 2:23 PM

**Geri Uihlein** <guihle@stockbridgedda.org>

Sat, Jul 24, 2021 at 8:05 AM

To: Cole Beckham &lt;cole@americanrampcompany.com&gt;

Cc: Molly Howlett &lt;president@vosmi.org&gt;, Daryl Anderson &lt;danderson@stockbridgedda.org&gt;

Hi Cole there was something else really important that came up at the meeting that I forgot to address yesterday. I know this is something we've already discussed but we need to revisit the idea of sole-source vendor. We have a purchasing policy that we need to comply with, do you already have a form letter that discusses this? Wasn't sure if our conversation on this was in writing or verbal so wanted to get it out there in a documented format to see what you can provide us to help us move forward.

[Quoted text hidden]

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Thanks! Geri Uihlein

Vice Chair Stockbridge Downtown Development Authority

305 W. Elizabeth St (Old Middle School)

Meeting/ Office Room 107

Stockbridge, MI 49285

<https://www.stockbridgedda.org/>

Tel: (734) 644-0544

"There is no limit to what you can accomplish as long as you do not care who gets the credit"

Harry S Truman



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**Cole Beckham** <cole@americanrampcompany.com>

Mon, Jul 26, 2021 at 10:04 AM

To: Geri Uihlein &lt;guihle@stockbridgedda.org&gt;

Cc: Molly Howlett &lt;president@vosmi.org&gt;, Daryl Anderson &lt;danderson@stockbridgedda.org&gt;

Good morning Geri,

We can write up something for sole source.

The reality is, if you put the project out to bid with basic qualifications like "must have 5 asphalt pump tracks of this size or greater in operation" and "must have 5+ years of experience building asphalt pump tracks" we would be the only firm to qualify.

You shouldn't need sole source for the design portion because it will be under your bid threshold. Whenever sole source becomes something that you need, I'll get with John and see what we can send over.

Another option is to go through the Sourcwell National Purchasing Contract, so we have a couple of options to look at without you guys spending a lot of time and money putting out and RFP for construction.

Let me know if you have any further questions on this.

Thanks,

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**From:** Geri Uihlein <guihle@stockbridgedda.org>**Sent:** Saturday, July 24, 2021 7:06 AM**To:** Cole Beckham <cole@americanrampcompany.com>

Stockbridge, MI 49285

517-851-7435 (office)

517-290-8245 (cell)

www.vosmi.org

*Mailing or Billing Address:*

*P.O. Box 155*

*Stockbridge, MI 49285*

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**From:** Cole Beckham <cole@americanrampcompany.com>  
**Sent:** Monday, July 19, 2021 9:47 AM  
**To:** Geri Uihlein <guihlein@stockbridgedda.org>  
**Cc:** Molly Howlett <president@vosmi.org>; Daryl Anderson <danderson@stockbridgedda.org>  
**Subject:** Pumptrack Project

Hey guys,

Hope all is well!

I just wanted to check in and see how everyone is responding to the presentation. Have you had any follow up questions that I can answer? Do you have an idea of which pump track you guys want to build in Stockbridge? The responses we got during the presentation suggested that the Velosolutions asphalt pump track may be the favorite.

Let me know if there is anything I can do to help.

Thanks,

**COLE BECKHAM**

**Action Sports Development Specialist**

p 417.206.6816 x 120 c 417.396.2058



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sender.


VIEW OUR RECENT PROJECTS! |  Image removed by sender.

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"There is no limit to what you can accomplish as long as you do not care who gets the credit"

Thanks! Geri Uihlein

Vice Chair Stockbridge Downtown Development Authority  
305 W. Elizabeth St (Old Middle School)  
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<https://www.stockbridgedda.org/>  
Tel: (734) 644-0544

---

**Cole Beckham** <cole@americanrampcompany.com>

Tue, Jul 20, 2021 at 9:23 AM

To: Geri Uihlein <guihlein@stockbridgedda.org>

Cc: Molly Howlett <president@vosmi.org>, Daryl Anderson <danderson@stockbridgedda.org>

Awesome!

You guys could get started on the design process as soon as the project gets approved if you want. It's important to not let the excitement fade, the quicker we can get something in front of potential donors, the better. Then if it ends up taking a year or more to fund raise, no worries. The design will last you as long as you need it to.

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**From:** Geri Uihlein <guihlein@stockbridgedda.org>

**Sent:** Tuesday, July 20, 2021 7:59 AM

**To:** Cole Beckham <cole@americanrampcompany.com>

**Cc:** Molly Howlett <president@vosmi.org>; Daryl Anderson <danderson@stockbridgedda.org>

**Subject:** Re: Pumptrack Project

[EXTERNAL EMAIL]

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**Molly Howlett** <president@vosmi.org>

Fri, Jul 23, 2021 at 3:55 PM

To: Cole Beckham <cole@americanrampcompany.com>, Geri Uihlein <guihlein@stockbridgedda.org>

Cc: Daryl Anderson <danderson@stockbridgedda.org>

Hi Cole,

Just a quick note...I am still so excited to be a part of this project. So far, everyone is still on board and waiting for it to happen. No decisions have been made on the kind of pump track we are going for, but my vote is for asphalt. AND BIG! Thanks for your excellent work on this so far, and helping us get through the long process to reach our goal. Everything takes so darn long!

No need to reply, I just wanted to send a comment!

Molly Howlett, Village President

305 W. Elizabeth Street, Rm 107



Geri Uihlein &lt;guihlein@stockbridgedda.org&gt;

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**Pumptrack Project**

17 messages

**Cole Beckham** <cole@americanrampcompany.com>

Mon, Jul 19, 2021 at 9:46 AM

To: Geri Uihlein &lt;guihlein@stockbridgedda.org&gt;

Cc: Molly Howlett &lt;president@vosmi.org&gt;, Daryl Anderson &lt;danderson@stockbridgedda.org&gt;

Hey guys,

Hope all is well!

I just wanted to check in and see how everyone is responding to the presentation. Have you had any follow up questions that I can answer? Do you have an idea of which pump track you guys want to build in Stockbridge? The responses we got during the presentation suggested that the Velosolutions asphalt pump track may be the favorite.

Let me know if there is anything I can do to help.

Thanks,

**COLE BECKHAM****Action Sports Development Specialist**

p 417.206.6816 x 120 c 417.396.2058

VIEW OUR RECENT PROJECTS! | [f](#) [in](#) [v](#)

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**Geri Uihlein** <guihlein@stockbridgedda.org>

Tue, Jul 20, 2021 at 8:59 AM

To: Cole Beckham &lt;cole@americanrampcompany.com&gt;

Cc: Molly Howlett &lt;president@vosmi.org&gt;, Daryl Anderson &lt;danderson@stockbridgedda.org&gt;

Hi Cole

I have only personally experienced favorable comments and suggestions including "bigger is better"  
I am prepared to make a motion on Thursday's July 22nd meeting we will let you know the outcome.

Thank you fir the extra help on this one!!

Geri Uihlein

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**Community Guides &  
Marketing Services**

Daniel Trubak  
Account Manager  
Phone- 734-368-2121  
Email- dtrubak@totallocal.com

**Total Local  
117 E Knight St Ste A  
Eaton Rapids, MI 48827**

## STOCKBRIDGE DDA

**Sold To**  
STOCKBRIDGE DDA  
305 W Elizabeth St  
Stockbridge, MI 49285

**Bill To**  
STOCKBRIDGE DDA  
Village of Stockbridge  
PO Box 155  
Stockbridge, MI 49285

**Proposal #:** 9988  
**Date:** Aug 11, 2021  
**Account Rep:** Dan Trubak

**Billing Email**  
guihleim@stockbridgedda.org

[Download Contract](#)

Product	Rate	Discount	Taxable	Net
<b>Marketing Projects Additional Marketing Services</b>				
TFB - Tri-Fold Brochure Writing & Design	\$1,100.00	\$0.00		\$1,100.00
Deliver Date: Aug 11, 2021				

**Sub Total: \$1,100.00**

Sub Total	\$1,100.00
Discount	\$0.00
Tax	\$0.00
<b>Total</b>	<b>\$1,100.00</b>

### NOTES/AMENDMENTS

Print and delivery to be billed separately when the SDDA determines the number of brochures to be ordered. The price of \$1,100 is for design, writing and proofing of the brochure. Below is a breakdown of cost, based on the number of pieces. Cost includes delivery.

Size before folding is 8 1/2 X 11. Brochure will be a full tri-fold, on 100lb. paper, gloss, with print on outside and inside.

250 count- \$187.69

500 count-\$231.76  
1,000 count-\$277.25  
3,000 count-\$527.88  
5,000 count-\$748.08  
10,000 count-1,256.45

**Terms and Conditions**

BY SIGNING THIS CONTRACT, I agree that the amount shown in the "Total Balance" field will be paid as outlined above. ALL INVOICES ARE NET 15. Past due accounts will lose any discounts previously offered and will be subject to a monthly finance charge of 1.5% of the outstanding balance.

I UNDERSTAND that if I have an outstanding past due balance for a period exceeding 90 days, Total Local may forward my account to a collection agency and that I will be liable for all costs associated with this process.

I UNDERSTAND that, if I have requested Proof Approval for my advertising, I will be provided with three (3) opportunities to approve my ad(s). If I have not approved the advertising or am not currently working with the production department to resolve any issues, by the deadline, I understand that my ad(s) will run "as is".

BY EXECUTION OF THIS AGREEMENT, the parties consent to venue in Eaton County, Michigan of any action brought to enforce the terms of this agreement or to collect any monies due under it. This advertising agreement may be canceled by either party within 10 days of the date signed. After 10 days, all ad space becomes non-cancelable and no refunds will be offered.

 DDA 09/01/2021  
STOCKBRIDGE DDA Representative