



**Regular
Downtown Development Authority
Board of Directors Meeting**

AGENDA

**Monday, February 25, 2019
12:00 p.m.**

**Cedar Springs City Hall
66 S. Main St.
Cedar Springs, Michigan**

1. Call the meeting to order. Pledge of Allegiance.
2. ROLL CALL:

Bernie Beier	_____
Laura Ensley	_____
Sam Gebhardt	_____
Gerald Hall, Mayor	_____
Perry Hopkins, Vice Chairperson	_____
Sally Howland	_____
Rose Ellen Powell	_____
Todd Vriesenga	_____
Dave Ringler, Chairperson	_____

3. PUBLIC COMMENTS.

Those citizens wishing to speak on agenda and non-agenda items will be allowed a maximum of four minutes each to address their concerns. This is the only time during the meeting that citizens are allowed to address the Downtown Development Authority. Please state your name and address for the record if you would like.

4. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

5. APPROVAL OF AGENDA

6. CONSENT AGENDA.

- A. Motion to approve the minutes of the Regular Meeting January 28, 2019.
- B. Motion to accept and file the financial report.

7. UNFINISHED BUSINESS.

- A. Motion to recommend to the City Council that the DDA purchase 7 Parking Signs, install at the proposed locations: 2 signs at 1st/Cherry, 2 signs at 2nd/Ash, 1 sign on the south end of the Alleyway parking between Ash and the Post office and 2 signs for the City Hall parking lot, and approve the expense to install in an amount not to exceed a total of \$1702.66
- B. Motion to recommend to the City Council that the DDA purchase a Heart of Cedar Springs park sign at the proposed location and approve the expense to purchase and install in an amount not to exceed a total of \$ 321.50
- C. Motion to recommend to the City Council to accept the bike rack donation by Todd Vriesenga of three black 2 hoop bike racks and two black 4 hoop bike, to approve the location at: one 4 hoop rack to be placed at S/E corner of Maple and Main Intersection (by Yellow-No Parking line in Front of 90 N Main St. Suite A), one 4 hoop rack to be placed in front of 81 N Main Street (by the Yellow-No Parking line in front of CS Brewery Shoppe entrance), one 2 hoop rack by the bump out next to the Kent Theatre (N/E corner of Cherry and Main), one 2 hoop rack at the bump out next to The Rustic Roof (S/E corner of Cherry and Main, and one 2 hoop rack at the S/W corner of Ash and Main Street just west of the stop sign, and to approve the expense to install the Bike racks not to exceed a total of \$ _____.
- D. Sign Committee Update

8. NEW BUSINESS.

- A. Motion to approve and recommend the 2019-2020 DDA Budget to the City Council.
 - a. 2019-2020 Estimated Tax Capture \$21,728.08
 - b. Total 2018/19 DDA budget was 22,055.11
 - i. \$6175.43 for snow removal, 28% of budget
 - ii. \$6616.53 for parking, 30% of budget
 - iii. \$6616.53 for signage, 30% of budget
 - iv. \$2646.61 for bike racks, 12% of budget

9. CORRESPONDENCE.

- A. Bylaw revisions to be presented at the March 14, 2019 City Council Meeting.
- B. Brownfield Update
- C. Street Light Update
- D. VanderHyde Ford Test Drive Event Update

10. CITY MANAGER/DDA DIRECTOR'S REPORT.

11. TRUSTEE COMMENTS.

12. ADJOURNMENT.

The next DDA meeting is Monday, March 25, 2019 at 12 p.m.