



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

**Wednesday, March 27, 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 February 25, 2019.

B. Motion to accept and file the financial report.

C. Motion to dissolve the Bike Rack Committee created at the 11-26-2018 meeting because it has met its purpose.

7. NEW BUSINESS FOR THE BROWNFIELD REDEVELOPMENT AUTHORITY

Motion to move into the Brownfield Redevelopment meeting.
03-25-2019 DDA Agenda

- A. Abstaining and Recusal rules and procedures memo
- B. Cedar Springs Ventures, LLC. Brownfield Redevelopment request
 - a. Motion to recommend to the City Council the approval of the amendment to the Cedar Springs Brownfield Plan for the Cedar Springs Ventures LLC Redevelopment Project.
 - i. Brownfield Plan
 - b. Motion to approve the Development and Reimbursement Agreement as presented.
 - i. Exhibit C TIF Reimbursement worksheet

Motion to move back into DDA business meeting.

8. UNFINISHED BUSINESS.

- A. Motion to approve and recommend the 2019-2020 DDA Budget to the City Council.
 - a. City Manager Recommended 2019/20 DDA Budget
 - 1. \$5000 for 60 Banners/Hardware OR Public Art (sculpture/mural)
 - 2. \$4000 for sidewalk snow removal
 - 3. \$5000 for the 2nd/Maple parking lot
 - 4. \$2500 for signage (wayfinding signage)
 - 5. \$1500 for Flower Box flowers
 - 6. \$1000 for bike rack installation costs
 - 7. \$500 for a watering trailer
 - 8. \$100 for water

Which equals \$19,600 of the DDA's 19/20 budget of \$21,735, this leaves \$2135 for other projects, addition to current projects or reservation for fund balance.

- B. Motion to recommend to the City Council that the DDA purchase 7 Double Sided 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 \$2,908.52.
- C. Sign Committee Minutes
 - a. Sign Committee Mock up
 - b. Wayfaring Map
 - c. Option 1: DPW Mock up based on Sign Committee Design
 - d. Option 2: Black light pole mounted
 - i. Main Street Parking Wayfinding signs
- D. Flower Pot installation and removal cost \$187

9. NEW BUSINESS.

- A. Motion to approve Resolution 2019-01 A Resolution to approve a pass through agreement for the proposed redevelopment at 18-20 Main Street.
- B. Crosswalk Maintenance discussion

10. CORRESPONDENCE.

- A. 3-14-19 City Council Approved Bylaws
- B. 3-14-19 City Council Approved Heart of Cedar Springs Sign

C. Street Light Retrofit Update

11. CITY MANAGER/DDA DIRECTOR'S REPORT.

12. TRUSTEE COMMENTS.

13. ADJOURNMENT.

The next DDA meeting is Monday, April 29, 2019 at 12 p.m.