

# Special Downtown Development Authority Board of Directors Meeting

#### **MINUTES**

Monday, October 22, 2018 12:00 p.m. Cedar Springs City Hall 66 S. Main St. Cedar Springs, Michigan

1. The meeting was called to order at 12:06pm. The Pledge of Allegiance was recited.

#### 2. ROLL CALL:

Bernie Beier Present Sam Gebhardt **Present** Gerald Hall, Mayor **Excused** Sally Howland Excused Rose Ellen Powell Present Dave Ringler, Vice Chairperson Present Todd Vriesenga 12:10pm Perry Hopkins, Chairperson Present

3. PUBLIC COMMENTS.

None.

## 4. APPROVAL OF AGENDA.

Motion by **Ringler** seconded by **Powell** to approve the agenda as presented.

Voice Vote 5-0 Motion Carried.

# 5. CONSENT AGENDA.

A. Motion to approve the minutes of the September 10<sup>th</sup>, 2018 Meeting.

Motion by **Powell** seconded **Beier** to table approving the minutes of the September 10<sup>th</sup>, 2018 Meeting.

Voice Vote 5-0 Motion Carried.

## 6. UNFINISHED BUSINESS.

A. City Council Approved of Signs and Expenditure

**Johnson** reported that the signs had been ordered and it would take approximately 2-4 weeks to install once they arrive. She also suggested putting permitted times on the sign if they were to be utilized for city parking lots.

Motion by **Ringler** supported by **Beier** to approve the Parking sign design standard as presented.

Voice Vote 6-0 Motion Carried.

B. Update on Parking Lot at Maple and 2<sup>nd</sup> Street

**Womack** reported that the engineer has not had time to make a report.

- C. Wayfinding
  - a. Staging Area "Business District"

**Beier** remarked that he thought a business district sign was unnecessary and stated that the previous sign was not maintained. **Powell** stated that she would like to see a sign similar to the parking sign that said "Welcome to Cedar Springs sign with Business District" on it as well. **Ringler** stated that he would also like to see a sign at 17 Mile and 18 Mile. **Vriesenga** thought the sign at Maple should be double sided.

#### D. Bike Rack

Vriesenga reported that he hasn't been able to get ahold of the bike rack company because they appear to be seasonal. Ringler stated that PA186C is the standard red. Womack said that the surface mount that was installed in front of City Hall had been knocked over during Red Flannel Day. Gebhardt would like to see a galvanized option. Ringler would like to have the DPW Director at the next meeting to assist in determining the best fit for the city.

## E. City Flag

**Ringler** thought that the design provided at the last meeting would be a good option for a city flag because it is open source. **Womack** remarked that public input on a city flag would be necessary.

# 7. NEW BUSINESS.

- A. None.
- 8. CITY MANAGER/DDA DIRECTOR'S REPORT.

**Womack** reported that he was happy to have the adopt a pot contest up and running.

#### TRUSTEE COMMENTS.

**Beier** reported that if the DDA purchases city flags that they find a quality flag that will last. **Vriesenga** stated that he could get the high school and CTA on board for some input for a city flag.

**Powell** stated that she hopes that the city lights the trees on Main Street for the holiday season. **Ringler** reported that he was glad to see some progress.

**Hopkins** stated that he would like to explore lighting both sides of the street lanterns. He reported that during the financial crisis they cut power to half of the lanterns to conserve power. He was also glad to have multiple boards working together.

Rebecca Johnson, City Clerk	Perry Hopkins, DDA Chairperson	
Motion by Ringler seconded by Gebhard	<b>dt</b> to adjourn at 1:01pm.	
10. <u>ADJOURNMENT</u> .		