



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

MINUTES

**Monday, May 20, 2019
12:00 p.m.**

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

1. **Ringler** called the meeting to order at 12:00pm. The Pledge of Allegiance was recited.

2. ROLL CALL:

Bernie Beier	<u>Present</u>
Laura Ensley	<u>Present</u>
Sam Gebhardt	<u>Present</u>
Gerald Hall, Mayor	<u>Excused</u>
Perry Hopkins, Vice Chairperson	<u>Present</u>
Sally Howland	<u>Present</u>
Rose Ellen Powell	<u>Present</u>
Todd Vriesenga	<u>Excused</u>
Dave Ringler, Chairperson	<u>Present</u>

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.

Rose Powell representing Cedar Springs Gardening Club reported that they received 1st place in their district for Civic Beatification. They are seeking monetary donations to begin work on a pollinator garden.

4. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

None.

5. APPROVAL OF AGENDA

Motion by **Hopkins** seconded by **Ensley** to adopt the agenda as presented.

Voice Vote.

7-0

Motion Carried.

6. CONSENT AGENDA.

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A. Motion to approve the minutes of the Regular Meeting April 29, 2019.

B. Motion to accept and file the financial report.

Motion by **Beier** seconded by **Hopkins** to approve the consent agenda as presented.

Voice Vote.

7-0

Motion Carried.

7. UNFINISHED BUSINESS.

A. DDA Letter Re: Speeding on Main Street

Motion by **Hopkins** seconded by **Ensley** to approve the letter as written.

Voice Vote.

7-0

Motion Carried.

B. Banners

a. Copies Plus

i. 18" x 36" heavy duty 18oz blockout vinyl

ii. \$1620.00 +tx qty 60 Banners (\$27.00 ea)

\$2400.00 +tx qty 60 18" Pole Brackets (\$40.00/set)

\$4020.00 +tx TOTAL

b. Northern Lights

i. 18X36 22 Oz Vinyl

ii. \$1200 60 Banners

\$3000 60 18 inch brackets

\$4804.50 total

c. Display Wholesale

i. Brackets \$240 for 10 bracket kits

ii. 60 brackets=\$1440

Ensley suggested only purchasing 30 brackets and purchasing two types of seasonal banners (Summer/Winter). **Powell** will research to see if the Red Flannel Board might want to purchase vinyl banners to replace the wooden flannels. **Hopkins** also suggested that the Chamber may have some interest in also purchasing banners. **Ringler** stated that before approving an expense there should be design options, possible public input, identify cost to put up and down, determine where to store banners, and coordinate with other groups to gauge interest in providing banners. Ringler tabled the discussion until next month.

8. NEW BUSINESS.

A. Mural Quote- \$8000

Ensley provided a draft example of a mural that could be painted on the side of the Ensley Real Estate Building. She was looking for suggestions on the design. The board suggested the following items: Lederhosen's, Red Flannel's, Keystone Cops, railroads, lumberjacking.

B. Street Community Event Exploratory Committee

Ringler requested that discussion on the Street Community Event Exploratory Committee is postponed until Mr. Vriesenga is present.

C. 2006 Cedar Springs DDA Façade Improvement Architectural Guidelines excerpt

Ringler stated that he would like to work on other projects before beginning a façade improvement program.

D. 2006 Cedar Springs DDA Façade Improvement Individual Building Analysis

E. Recommendations for reducing traffic speed along Main St.

- a. 25 MPH signs
- b. Curb Bumpouts/Bulbs
 - i. <https://streetsillustrated.seattle.gov/urban-design/adaptive-design/intersection-treatments/>
- c. City ordinance RE Vehicles must yield to pedestrians
 - i. <https://mix957gr.com/michigan-crosswalk-laws-defined-for-your-safety/>
- d. Suggestions?

The board suggested: repainting the crosswalks, crosswalk signs in the road, painting the curbs, have Sherriff parked on Main Street enforcing the speed, and contacting the local newspaper to run an article on pedestrian safety.

9. CORRESPONDENCE.

- A. Motion to approve of the DDA purchase and the installation of street-light wayfaring signs at 2) Business District / <3 of Cedar Springs / City Hall - west facing, located at W Muskegon and Second St. 3) Identical as Site 2 - east facing, located at E. Muskegon and First St.. 5) <3 of Cedar Springs - north & south facing (two sided sign, on pole, located at Maple and Main* 6) Senior Center - north & south facing (two sided sign) on telephone pole, located at 8) Police - north & south facing (two sided sign), located at Ash & Main in an amount not to exceed \$721.00 – **Approved**

10. CITY MANAGER/DDA DIRECTOR'S REPORT.

None.

11. TRUSTEE COMMENTS.

Ensley is glad to see the direction of the town.

Howland is excited to see all of the new things in town.

Beier said he was embarrassed that he hasn't been more proactive in working on projects for the board. He said Tara has been working on the Community Drive Event.

Hopkins is happy to see something to work on pedestrian safety and would like to see more to correct parking corrections.

Powell reminded the board of the Memorial Day celebrations over the weekend.

Gebhardt reported that he enjoys working on the board and wished he could help more. He really appreciates the work that others have been doing for the board.

Ringler reminded the board that the Farmers Market starts June 20th and they are still looking for vendors. He also thanked Laura for her work on the flowers on Main Street.

12. ADJOURNMENT.

Motion by **Beier** seconded **Howland** by to adjourn at 12:48pm.

Voice Vote

7-0

Motion Carried.

Rebecca Johnson, City Clerk

David Ringer, DDA Chairperson