



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

MINUTES

**Monday, March 30, 2020
12:00 p.m.**

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

1. **Ringler** called the Regular DDA meeting to order at 12:35 p.m.
2. ROLL CALL:

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

None.

4. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

None.

5. APPROVAL OF AGENDA

Motion by **Hall** seconded by **Powell** to approve the Agenda.

Roll Call Vote

8-0

Motion Carried.

6. CONSENT AGENDA.

A. Motion to approve the minutes of the Regular Meeting February 24, 2020.

B. Motion to accept and file the financial report.

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

Roll Call Vote

8-0

Motion Carried.

7. UNFINISHED BUSINESS.

A. Motion to approve and recommend the 2020-2021 DDA Budget to the City Council

a. \$500 Portable Restrooms

b. Community Event Sponsorship (Concerts \$1000, Bike Race \$1000)

c. \$500 Signs

d. \$5000 Parking Lots W/Signs

e. \$5000 Benches/Garbage Cans

f. \$5000 Public Art (Mural/Sculptures/Banners)

g. \$1500 Flower Box Expense

h. \$200 Printing and Publishing

i. \$100 Water Utility Expense

j. \$2500 Wages

k. \$1000 Equipment Rental Expense

l. \$1000 Material Expense

m. \$600

Budget=\$24,900

12:44pm Howland Left To The Meeting.

Powell requested the DDA contribute \$100 towards plants. **Beier** felt overage should be saved and allocated later. **Ringler** stated it should be saved. **Hopkins** wanted the remaining money put in the fund balance.

Motion by **Beier** seconded by **Hopkins** to approve the budget as presented and to place excess money in the DDA Fund Balance.

Roll Call Vote

7-0

Motion Carried.

B. Mural Update

Womack reported that the contract needed to be completed, payment terms outlined, and deadline set. The mural is a work in progress.

12:46pm Howland Returned To The Meeting.

8. NEW BUSINESS.

None.

9. CORRESPONDENCE.

A. Sign Committee Pictures of needed Parking Signs

i. City Hall

- ii. Frame Shop
 - iii. Legion Parking
 - iv. Library Parking
 - v. Museum
 - vi. Nail Shop
 - vii. Skinner Field
 - viii. Staging Area
 - ix. New Parking Lot
 - x. Wayfaring Map
- A. Northern Lights Sale

10. CITY MANAGER/DDA DIRECTOR'S REPORT.

None.

11. TRUSTEE COMMENTS.

Beier originally voted "No" on speed sign but remarked that it has been effective and has slowed down traffic.

Ensley hoped everyone stays safe.

Hopkins stated the "Slow Down" sign feature helps.

Powell requested everyone stay safe. We all have at least another month of quarantine.

Vriesenga voiced that he hoped the next meeting would be in person.

Ringler noted the changes in the City are appreciated and thanked everyone for their hard work.

12. ADJOURNMENT.

Motion by **Hopkins** seconded by **Powell** to Adjourn the Regular DDA meeting.

Roll Call Vote

8-0

Motion Carried.

Ringler adjourned the Regular DDA meeting at 12:57 p.m.

Shandell Napieralski, Deputy City Clerk

David Ringler, DDA Chairperson