



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

**Monday, June 28, 2021
12:00 p.m.**

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

1. **Vriesenga** called the meeting to order at 12:15pm. The Pledge of Allegiance was recited.

2. ROLL CALL:

Jody Arp	<u>Present</u>
Bernie Beier	<u>Excused</u>
Laura Ensley	<u>Present- Zoom</u>
Gerald Hall, Mayor	<u>Present</u>
Sally Howland	<u>Absent</u>
Rose Ellen Powell	<u>Present</u>
Todd Vriesenga, Vice Chairperson	<u>Present</u>
Tom Wilkes	<u>Present-Zoom</u>
Dave Ringler, Chairperson	<u>Excused</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 **Vriesenga** to approve the agenda as presented.

Voice Vote 6-0 Motion Carried.

6. CONSENT AGENDA.

A. Motion to approve the minutes of the Regular Meeting May 24, 2021.

B. Motion to accept and file the financial report.

- a. Balance Sheet
- b. Revenues/Expenses

C. Motion to approve the DDA purchase of flowers and flower hanging baskets at a cost not to exceed \$1,132.83 and to pay the Ensley Builders invoice.

D. Motion to approve paying \$1000.00 towards the Kent County Sheriff's Department bill of \$2,392.00 for the Rogue Racing Promotions Bike Race.

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

Voice Vote

6-0

Motion Carried.

7. UNFINISHED BUSINESS.

None.

8. NEW BUSINESS.

- A. Discussion on cleanup/maintenance activities in the DDA district
 - a. Gloria and Dennis Graves
 - b. DPW Summer Help employee Corey

Womack thanked Mr. and Mrs. Graves for the hard volunteer work that they have done in maintaining the flower beds and baskets on Main Street. He reported that there were some liability concerns allowing them to use city property if they were not employees.

Ensley suggested that the board compensate them for their time. **Vriesenga** reported that he might be able to fabricate a watering wagon of some kind to make it easier.

Wilkes volunteered to water the flowers each day if he had the use of a watering system.

- B. Discussion on Summer priorities

Womack reported that the new trash bins donated by the Chamber of Commerce are expected to begin installation around July 4th. He reported that the current trash hauler only wants to use the rolling bins. **Powell** suggested possibly having A to Z pick up Main Street trash.

- C. Discussion on Autumn/Winter projects
 - a. Hay Bale Decorations
 - b. Flower Pot Decorations
 - c. Light up Main St.

Vriesenga likes the hay bale decorations and would like to continue. **Ensley** reported that she had been in contact with Jamie Skerbeck to possibly bring a harvest festival to Cedar Springs. She would like to continue with lighting Main Street as well. **Wilkes** reported that he would like to do some activities, but that the plans needed to begin soon so that everyone is aware and has time to plan. **Vriesenga** summarized the boards thoughts as the following: Hay bales- no, flower pots- possibly, light up Main Street-yes, but start early.

- D. Discussion on the Cedar Blitz Bicycle Race

Wilkes reported that the taste of Cedar Springs was not well attended, but it was also not heavily promoted either. **Womack** thought the bike race went well and thought that adding a bag drop and changing stations might encourage racers to visit downtown shops after the race.

- E. Discussion on Summer Concert Series-Wednesdays 7pm-9pm
 - a. Social District
 - b. Children's Activities/Business promotion

Powell would like to see more board members attend the concerts each week and possibly look into free publishing opportunities through MLive. She also suggested having yard games available for people to play.

9. CORRESPONDENCE.

- A. Main Street Microgrants
- B. 06-28-21 DDA Zoom public notice

10. CITY MANAGER/DDA DIRECTOR'S REPORT.

Womack expressed that he felt bad for canceling the last few meetings. He thanked Ensley for the flowers and the duck race. He invited the board to join him at the summer concert series.

11. TRUSTEE COMMENTS.

Powell requested a tour of the Waste Water Treatment Plant for City boards and commissions.

Arp is looking forward to the growing the new community events. **Womack** reported that he would place signs near the closing areas for business on Main Street.

Vriesenga reported he will have a summer intern start working on the watering cart.

Hall reminded everyone to be mindful of rebounding effects of COVID.

Ensley is excited about all the events and growth in the town. She is glad to many of the community organizations begin to work together.

12. ADJOURNMENT.

Vriesenga adjourned the meeting at 1:12pm.

Voice Vote

6-0

Motion Carried.

Rebecca Johnson, City Clerk

Todd Vriesenga, Vice-Chairperson