



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

**Monday, October 25, 2021
12:00 p.m.**

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

1. **Ringler** called the meeting to order at 12:08pm. The Pledge of Allegiance was recited.
2. ROLL CALL:

Jody Arp	<u>Present</u>
Bernie Beier	<u>Absent</u>
Laura Ensley	<u>Present</u>
Gerald Hall, Mayor	<u>Present</u>
Sally Howland	<u>Excused</u>
Rose Ellen Powell	<u>12:11pm</u>
Todd Vriesenga, Vice Chairperson	<u>Present</u>
Tom Wilkes	<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.

None.

4. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

None.

5. APPROVAL OF AGENDA

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

Voice Vote

5-0

Motion Carried.

6. CONSENT AGENDA.

A. Motion to approve the minutes of the Regular Meeting September 27, 2021.

B. Motion to accept and file the financial report.

Motion by **Ensley** seconded by **Arp** to approve the consent agenda as presented.

Voice Vote

5-0

Motion Carried

Rose Powell arrived at 12:11

7. UNFINISHED BUSINESS.

A. Deck The Downtown Lights Update

Womack stated that 2 businesses have taken advantage of the program so far, however we need to encourage other businesses to participate.

B. City Signage/Sign Committee Update

Ringler stated that the committee met this week and there were updates to the previous map highlighting 6 potential signs. **Ringler** also suggested that staying consistent with the sign design in our city colors will look good.

C. Mural Update

Womack stated that the city would like to paint the storage building white as a canvas for the mural. **Ringler and Powell** would like to see plans from artists for approval. **Hall** recommended that the artists can submit options then the committee can make changes as needed for approval. **Womack** reported that the muralist that did the mural on the Ensley's building stopped by City Hall to see if she could repaint the existing mural for free. She stated she was unhappy with it, but Mr. Womack reported that the mural would be owned by the DDA. The board would need to approve of any design prior to it being repainted.

8. NEW BUSINESS.

A. Meeting Dates for January 2022 to December 2022

Motion by **Ensley** seconded by **Powell** to approve the calendar as submitted.

Voice Vote

6-0

Motion Carried

B. Tables at 17 N. Main St. to the City

Womack would like to see some tables added to the park at the property. **Ringler** submitted an example of the round, colored picnic tables (possibly in black and red) that are durable, weather resistant, handicapped accessible and look nice. There was a discussion of possibly putting in artificial grass, however that may be a costly alternative. Further discussion stated that fencing may need to be added to deter visitors from entering private property next to the park.

C. Motion to pay the DPW to install tree lights in downtown for a price not to exceed \$1800.

Powell wanted to investigate to see if the same company that is doing the Heart of Cedar Springs could install the lights on the trees for future years. **Ensley** reported that the lights will be going up in the heart of Cedar Springs in the near future.

Motion by **Vriesenga** seconded by **Powell** to pay the DPW to install tree lights in downtown for a price not to exceed \$1800.

9. CORRESPONDENCE.

- A. 2021 Yearly Calendar
- B. Training
- C. Halloween Flyer 2021

10. CITY MANAGER/DDA DIRECTOR'S REPORT.

Womack stated that the City Council encouraged him to take on an assistant. In doing so, this position could be shared as a DDA Director. **Womack** is hopeful for this to be approved in the next year.

11. TRUSTEE COMMENTS.

Powell apologized that she was late and stated that today was Hall's last DDA meeting. **Hall** wants to see the community continue to grow and always look forward. All Committee Members thanked him for his wonderful and lengthy service and wished him well on his future endeavors.

Ringler recommended this DDA Board will need to look for new members.

12. ADJOURNMENT.

Motion by **Powell** seconded by **Ensley** to adjourn the meeting.

Voice Vote

6-0

Motion Carried

Ringler adjourned the meeting at 12:52pm.

Tracey Blackmer, Deputy Clerk

Dave Ringler, Chairperson