



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

**Monday, December 15, 2021
12:00 p.m.**

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

1. **Ringler** called the meeting to order at 12:01pm. The Pledge of Allegiance was recited.
2. ROLL CALL:

Jody Arp	<u>Excused</u>
Bernie Beier	<u>Excused</u>
Laura Ensley	<u>Present</u>
Pamela Conley, Mayor	<u>Unexcused</u>
Sally Howland	<u>Excused</u>
Rose Ellen Powell	<u>Present</u>
Todd Vriesenga, Vice Chairperson	<u>Excused</u>
Tom Wilkes	<u>Present</u>
Dave Ringler, Chairperson	<u>Present</u>

Ringler reported that there was not a quorum present so the board could not take any official action.

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.

Randy Baker purchased Gebhardt insurance and is looking for grand opportunities to give his building a facelift.

4. CONFLICTS OF INTEREST AND EX-PARTE COMMUNICATION INQUIRY

N/A

5. APPROVAL OF AGENDA

N/A

6. CONSENT AGENDA.

A. Motion to approve the minutes of the Regular Meeting October 25, 2021.

B. Motion to accept and file the financial report.

7. UNFINISHED BUSINESS.

A. 2021/22 Budget

- a) \$500 Portable Restrooms
- b) \$2000 Community Event Sponsorship (Concerts \$1000, Bike Race \$1000)
- c) \$1000 Signs (social district)
- d) \$5000 Parking Lots and Parking Lot signage/improvements
- e) \$6000 Seasonal Employee
- f) \$3000 Public Art (Mural/Sculptures/Banners)
- g) \$6000 Welcome Sign Mural
- h) \$1500 Flower Box Expense
- i) \$1500 for Winter Holiday Lights Display
- j) \$300 Printing and Publishing
- k) \$100 Water Utility Expense
- l) \$500 Electric Utility Expense
- m) \$1000 Wages
- n) \$1000 Equipment Rental Expense
- o) \$1000 Material Expense
- p) \$7,000 Winter Snow Removal
- q) \$930 Training

Budget=\$ 38,330

Womack reviewed the 21/22 Budget. **Ensley** reported that she was not interested in continuing to do the flower baskets on Main St. **Ringler** reported that the gravel bike race is scheduled for May 21, 2022.

B. Discussion on DDA membership

- a. Mayor or designee
- b. Citizen member
- c. New business recruitment/diversity

Ringler reported that the attendance report may need to be reviewed if members are unable to regularly attend.

C. Discussion on the Cedar Springs Social District

- a. Social District Resolutions
- b. 17 N. Main
 - i. Picnic Tables
 - ii. Rope Fence
 - iii. Garbage Bins
 - iv. Other costs
- c. 2022 Summer Concert Series
 - i. 2021 Concert Lineup
 - ii. 2022 Funding

Ringler reported that he would be available to assist in booking bands as needed and reported that it was expected that there would likely be similar funding as last year. **Womack** proposed doing a survey at the end of each performance for public input on future bands.

8. NEW BUSINESS.

A. 71 N. Main St. mural modification proposal

- a. Proposed mural modification draft picture
- b. Mural ownership

9. CORRESPONDENCE.

None.

10. CITY MANAGER/DDA DIRECTOR'S REPORT.

None.

11. TRUSTEE COMMENTS.

Powell wanted to explore ways to prevent cars from driving over the sprinklers at the Amphitheater.

12. ADJOURNMENT.

Ringler adjourned the meeting at 12:41pm.

There was not a quorum present so the board could not take any official action.