MINUTES
DDA Meeting
Thursday, April 8, 2021 7:30 A.M. Via GoToMeeting
https://global.gotomeeting.com/join/155667837
United States: +1 (786) 535-3211
Access Code: 155-667-837

Pursuant to SB 1008, the Village of Spring Lake will conduct its business via conference call to mitigate the spread of COVID-19.

I. Call to Order

Chairman Heins called the meeting to order at 7:30 AM

II. Roll Call:

Present: Heins – Chair, Callen, G. Hanks, Lopez, Sunderlin (7:36), Van Leeuwen-Vega, Willison and M. Hanks (Council Liaison)

Absent: Dull

Staff Present: Chris Burns (Village Manager), Angela Stanford-Butler (DDA Director), Marv Hinga (Clerk/Treasurer), and Maryann Fonkert (Deputy Clerk)

III. Approval of Minutes (2/11/2021) & (3/11/2021)

Motion by Wilson, second from G. Hanks, to approve the minutes from the February 11, 2021 and March 11, 2021 regular meetings as presented. All in favor, motion carried.

Yes: 7 No: 0

IV. Approval of the Agenda

Motion by M. Hanks, second from Van Leeuwen-Vega, to approve the agenda as presented. All in favor, motion carried.

Yes: 7 No: 0

V. Financial Reports

Burns asked if there were any questions on the Financial Reports. Callen asked what the Corridor Maintenance and Grand River Greenway lines encompassed. Hinga explained that the Grand River Greenway involved maintenance of the Greenway, in particularly, invasive species, per a requirement of the Army Corps of Engineers, and the Corridor Maintenance was miscellaneous maintenance along the M-104 corridor. Van Leeuwen-Vega asked if the Beatification line item was related to M-104 corridor. Hinga said that Beautification was cosmetic, such as flowers in the DDA District.

Motion by Lopez, second from Callen, to approve the Finance Reports as presented. All in favor, motion carried.
VI. Consent Agenda

A. Recommendation to Village Council to approve a new DACC.

B. Lilley Cares Downtown Fix-Up Proposal – Lighting, Landscaping & Chairs

Motion by Callen, second from Van Leeuwen-Vega, to approve the Consent Agenda as presented. All in favor, motion carried.

Yes: 8  No: 0

VII. Business

A. Final Wayfinding RFP for Release – Stanford-Butler reported that she had received feedback from the Board and those changes have been made to the RFP and ready to be send out to the vendors with the Boards approval.

Lopez asked if this meant all the legacy signs would be gone. Burns said that yes, they would be gone.

Motion by Van Leeuwen-Vega, second from M. Hanks, to approve the release of the Wayfinding RFP.

Yes: 8  No: 0

B. DDA Budget Proposal – Hinga reviewed the proposed budget with the Board. Willison asked what the $100,000 for Mill Point Park's temporary improvements bought. Burns explained that it would probably include a change to the grade in the parking lot, improvements to the storm water situation and resurfacing but this line item would probably be tweaked before the budget was finalized. G. Hanks asked why it was temporary. Burns said that was because we really don't know yet what it will take to repair the parking lot and there was still a chance for a permanent fix. Burns asked the Board to send any feedback regarding the Budget Proposal to either Stanford-Butler or herself and they would get it to Hinga.

C. Change to DDA Meeting Times – Stanford-Butler explained that she had acted on a request for a doodle poll to find out the majority's preference for a DDA regular meeting time and the majority of votes came in for a noon meeting time. Willison said he understood those wanting a noon meeting, but in his line of work, that could be problematic, and he prided himself on not missing meetings. Stanford-Butler said she could follow up with Willison on meetings he might miss.
Motion by M. Hanks, second from Lopez, to except the noon meeting time. All in favor, motion carried.

Yes: 8 No: 0

D. Village Calendar – Stanford-Butler explained that Chairman Heins had seen a calendar put out by Birmingham, Michigan that included local events and national holidays and thought it would be a good idea for the Village. Stanford-Butler said that Dull recommended moving this item to the next Work Session to discuss. The Board agreed.

E. Grant Applications – Stanford-Butler reported that there were a couple of grants out there for about $128,000, both dedicated to Tanglefoot, with one for the splash pad and the other for Michigan native plantings in the landscaping and she would report back as soon as she knew the outcome.

F. Miscellaneous – Burns gave the Board an update on Tanglefoot Park’s Redevelopment Focus Group’s progress on the design which should be finalized by the end of next week.

VIII. Board Member Comment - Lopez reported that the grand openings for the businesses in Epicurean Village would be the weekend of May 22nd and that May 22nd was also the date of the Spring Lake Spruce Up, which was almost fully funded. Lopez said they would be putting out between 45 & 50 black Adirondack chairs throughout the downtown area that have the logos of the sponsors on them, and they have sold 28 Village planter pots for $50 each as of this morning. Lopez said that Best Financial Credit Union has been a very large donor to Lilley Cares for the Downtown Fixup.

Burns explained the purpose of the DACC and said that they were still looking for one other member.

IX. Public Comment – N/A

X. Adjournment

Motion by Willison, second from Callen, the meeting adjourned at 8:21 a.m. All in favor, motion carried.

Yes: 8 No: 0

Doug Heins, Chair Maryann Fonkert, Deputy Clerk