



## MINUTES

### **Downtown Development Authority Meeting Thursday, June 14, 2018 7:30 a.m. Village Hall – EOC Room**

#### **I. Call to Order**

Chairman **Draeger** called the meeting to order at 7:30 a.m.

#### **II. Roll Call:**

Present: Draeger (Chair), Heins (Vice Chair), Blake, G. Hanks, LaBelle, Moore, Willison, and M. Hanks (Council Liaison) (7:42).

Staff Present: Chris Burns (Village Manager), Maryann Fonkert (Deputy Clerk)

Absent: Dixon and Dull

#### **III. Approval of Minutes (5/10/2018)**

Motion by **Moore**, second from **Willison**, to approve the Minutes of the May 10, 2018 regular meeting. All in favor, motion carried.

Yes: 7                      No: 0

#### **IV. Approval of the Agenda**

Motion by **Moore** second from **Willison**, to approve the amended Agenda adding item 6. D. Alternate lighting bid for Lakeside Trail. All in favor, motion carried.

Yes: 7                      No: 0

- V. Financial Reports – Burns** explained that they were at the very end of the Fiscal Year and that Council approved budget amendments this past Monday. **Burns** said that they were 91.78% through the fiscal year and were not over budget in any way so there would be some carry-over that would land in fund balance in f/y 18/19. **Draeger** asked about a \$3,300 credit to the Village Adventure. **Burns** explained that that was from the participation fees from the businesses.

Motion by **Heins**, second from **LaBelle**, to approve the Financial Report. All in favor, motion carried.

Yes: 7                      No: 0

**VI. Business**

- A.** Introduction of Angela Stanford-Butler – **Burns** introduced Angela Stanford-Butler as the new part-time DDA Director. **Stanford-Butler** shared a little background on herself and said that she loved Spring Lake and it always bothered her that it was a drive-through community, so she was looking forward to working on changing that.
- B.** Village Adventure Recap (financials) – **M. Hanks** went over the expenses from the Village Adventure with the **Board**. **M. Hanks** said that \$1,000 was the blue traffic cones which would be used at all the upcoming events.
- C.** Bike Week Update (Hanks/Dixon) – **M. Hanks** explained that Bike Week plans were moving along and that they had partnered with NOCH who would kick off the week with the first event. **M. Hanks** shared the tentative schedule of events for the week and how the sponsorships would work.
- D.** Alternate Lakeside Trail Lighting Bid – **Burns** explained that the original bid came in way higher than anticipated due to the mounting/installing method so she went to HighPoint Electric, the low bidder, and asked for alternatives. **Burns** shared the alternative bids with the engineers and they felt either of them would work. The **Board** discussed the bids and agreed they would like to stay with matching globes but go with a direct bury method to install.

Motion by **Hanks**, second from **Blake**, to approve the bid of \$147,000 to replace Lakeside Trail lighting. All in favor, motion carried.

Yes: 8                      No: 0

- E.** Miscellaneous - **Burns** updated the Board on Paul Pugsly’s project and Kim Vankampen’s projects.

**VII. Adjournment:**

There being no further business, the meeting adjourned at 8:50 a.m.

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Lou Draeger, Chairman

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Maryann Fonkert, Deputy Clerk