

Community Building Development Team

Minutes

Date: Tuesday, December 16, 2014 Time: 6:00 p.m.

Location: Cedar Springs Public Schools Board Room, Hilltop School

**MISSION:**

The Community Building Development Team (CBDT) exists to construct buildings and spaces where the greater Cedar Springs community can gather for cultural, educational, recreational, commercial and family/community events.

**VISION:**

The Vision of the Community Building Development Team (CBDT) is to retain the small-town character of Cedar Springs, incorporate natural features, link neighborhoods and people, enhance characteristics that already define our community and make it easy for families, youth, senior citizens, organizations, and all community members to gather, celebrate and serve each other.

- I. Kurt Mabie called the meeting to order at 6:00 p.m.
- II. Roll call
  - A. Team members introduced themselves
  - B. Board Members present: Kurt Mabie, Tom Mabie, Betty Truesdale, Carolee Cole, Sue Wolfe, Nick Andres, Tom Holloway, Dale Larson
  - C. Board Members absent: None
- III. Approval of minutes from November 11, 2014 Team Meeting. Sue Wolfe made a motion Dale Larson supported. Approved.
- IV. Treasurer's Update and approval: (The treasurer's report was not made at the board meeting, so was presented and approved at this team meeting.)
  - A. There was one donation of \$126.75 for the general fund. Total in the general fund, \$2,238.17. Total in the Building Fund Account \$355,403.38. Total in the Fir Barn Account \$130,000.00.
  - B. Tom Holloway made a motion to accept the treasurer's report as presented. Nick Andres supported. Treasurer's report approved.
- V. Review/Questions from December 9, 2014 Board of Directors Meeting Minutes – No questions.
- VI. Review and Approval of Agenda – Dale Larson made a motion to accept the agenda as presented. Tom Holloway supported. Agenda approved
- VII. Reports
  - A. Johnson Property – Cleanup – Opportunity to Volunteer
    1. The Johnson property has been purchased by CS Manufacturing and will be donated to the CBDT.
    2. The Johnson family has started clean-up.
    3. Nick Andres will contact City Manager, Thad Taylor regarding approval to start cleanup. As soon as cleanup is approved Kurt Mabie would like to schedule a community work opportunity.
    4. Suggestion to create opportunities for high school kids who need volunteer hours to donate time to CBDT projects. Mrs. Ramm is the contact at the high school.
    5. Approval of \$300 expenditure for White Pine Trail easement purchase application. Sue Wolfe made a motion to pay \$300 to purchase the easement along the White Pine Trail. Tom Mabie supported. Approved.
    6. Betty asked whether we want the Johnson property brought onto the books as a donated fixed asset.
    7. There are questions regarding non-profit status and how that affects taxes. Leon Stout has been working on this. It is likely it can be resolved before the deadline for 2014.

8. Kurt Mabie praised Leon Stout for how smoothly and quickly the purchase has gone and how much work Mr. Stout did to protect the CBDT's mission.
- B. Coxon Property – Clean Up – Opportunity to Volunteer
1. The same questions regarding non-profit status and how that affects taxes exist for the Coxon property.
  2. The property has been delineated as far as wetlands.
  3. As soon as clean-up occurs Cedar Creek will become more visible from both Fifth St. & Pine St.
  4. Agreement to do the cleanup on both properties on January 10 at 9:00 a.m. Dave Ringler suggested he might be able to get pizza donated for lunch.
  5. Because the property is work so much more than the \$15,000 we are paying for it, Rob and Jody Coxon will be issued a tax receipt for the remaining value.
- C. Library Building – Representative Becky Powell, Duane McIntyre and Board Members Present
1. The Library Board voted to obtain drawings of a Site Plan. Drainage, parking, location of the building, topographical elevations, etc.
  2. It will be a preliminary site plan so will probably not include the amphitheater, walking trail, rain garden, and other extraneous things.
  3. Kurt Mabie gave Duane McIntyre the last piece of information for the DEQ.
  4. Kurt gave great credit to Tim Platz who did the elevations on the creek. Mr. Platz also remembered that sewer lines had already been plotted, etc. so that information was given to Duane McIntyre as well. Duane will now be able to contact Amanda at the DEQ and move the process forward.
- D. Design Committee – Sue Wolfe
1. The Design Committee does not have any further meetings scheduled at this time.
  2. They are waiting for the site plan from the library before they schedule any more meetings.
  3. The focus is on getting the library going and getting the amphitheater built. This will put us in a better position to thoughtfully plan the larger building projects.
- E. Walking Trail Along Creek – Perry Hopkins and DDA
1. Kurt mentioned that the trout habitat in the creek is excellent!! They have done a great job of creating deep areas for the fish to hide.
  2. It was noted that the Michigan Trust Fund Grant money must be applied for before April 1. Perry contacted Josh Zuiderveen, and Josh mentioned that Sparta had spent \$20,000 preparing information for the application. Perry is hoping to spend a lot less than that and get the plan and costs together with our own people. Josh had told Perry the total cost would be less than Sparta's because ours is less elaborate than theirs.
  3. There is still confusion regarding whether the rain garden will slope to the creek or whether it will retain water. Kurt asked Perry to contact Josh regarding information on whether the rain garden will be retaining or sloping.
  4. Kurt also asked Perry to identify what the money the Governor has made available for trails might do for us and whether it might be available to us.
  5. Suggestion to get a committee together to plan the trail so it isn't bogged down by the limited number of times the DDA meets each year. The Garden Club is very willing to help in developing the plans.
  6. Josh Zuiderveen said we are in the top three for obtaining the matching grant we applied for in October.
- F. Natural Spring / Rain Garden / Beautification – Tom Mabie and Historical Society
1. Tom met with Steve Anderson from Anderson Metal Sculptures. They will start designing soon.
  2. The Historical Society is moving forward with the plaque to identify the spring as a historical site.
  3. Fred Gunnell expressed his desire that the natural spring remain pretty much as it is rather than being demolished as that would compromise its historical value.
- G. Amphitheater – Tom Holloway
1. The City Council agreed to move forward with us on the Amphitheater.
  2. Tom is getting data on costs for electrical and for upkeep to take back to the council.

3. Brynadette Powell noted that the State of Michigan has money available for culture and arts that offer grants.
  4. Suggestion to wait till we have the site plan for the library and then ask the architect for the library to start work on designing the amphitheater.
  5. Suggestion that concept drawings are not expensive and might be a good idea.
  6. It's possible if we show our broad plans for the amphitheater to Andres Architecture they might be able to show the amphitheater on the site plan for the library.
  7. It's important for things to tie together.
  8. Suggestion that we show Robert Andres a copy of the site plan from 2007. He has likely already seen it before.
  9. Duane McIntyre will show those plans to Robert Andres and see what the impact would be to the timeline for the library if we tried to add the natural spring, walking trail, and amphitheater.
  10. If there are additional costs the CBDT will pay for them.
- H. Fire Barn – Dale Larson – Tabled
- I. North Country Trail – Carolee Cole –
1. Kurt Mabie, Tom Noreen and 5 people from the North Country Trail did a trek through the State Game Area on Saturday, December 13. It was a very positive experience and the NCT representatives stated it was so nice to work with a “city that was so progressive.”
  2. The NCT asked us for a proposed route from Cedar Springs to the State Game Area.
  3. It is possible to become a Trail Town as well and we may want to propose that.
- J. Website Development – Carolee Cole – There is a committee that is working together. More will be done after the holidays.
- K. City Council – Board Members Present –
1. Sue Wolfe expressed appreciation that Tom Holloway did a great job with the amphitheater presentation.
  2. It was a positive step that the city council approved the amphitheater.
- L. Schedule and Projects/Topics for Presentations to City Council –
1. Over the next few months, people who are working on projects will be asked to make presentations to City Council.
  2. City Council would appreciate getting information on a monthly basis keeping them up to date and included in the development of plans and ideas. This will allow them to incorporate these pieces into their long-term plans.
  3. Suggestion that a presentation be made to the planning commission as well.
- M. Public Relations – Sue Wolfe
1. We have cards, stationery and envelopes printed and ready to use.
  2. If anyone sees a need for a thank you note or communication, ask Sue.
- IX. Other Old Business – Josh Zuiderveen may be coming to our meetings to make presentations in order to obtain in-kind funds for the Trout Unlimited DEQ 319 Grant.
- X. New Business
- A. Schedule and preparation for second round of presentations to community groups. Suggestion to have the library board go with the CBDT to these second round presentations.
  - B. Need to get the Capital Campaign up and running as well as the grant writer
  - C. Kurt noted that 72% of monies that come into an organization are from individual donors rather than organizations.

Next Team Meeting Date: Tuesday, January 20, 2014, 6 pm at Cedar Springs Public Schools Board Room – Hilltop School

Adjournment: 7:40 p.m.

Respectfully Submitted  
 Carolee Cole  
 Secretary