

**VILLAGE OF BARODA  
DOWNTOWN DEVELOPMENT AUTHORITY  
Sign Committee Minutes  
March 8, 2012**

**In attendance:** Chris Moersch - Round Barn, Dave Schultz - Baroda Township Planning Commission, Audra Johnson - Hometown Deli, Don Turney - Village of Baroda Council, Len Olson – Founder’s Winery, Chuck Eckenstahler - Economic Planning Consultant, Martin Smith - Andrews University Architecture and Greta Hurst - Downtown Development Authority and Tabula Rasa Gallery

**Absent:** Jim Demski - Baroda Tap & Grille, Gunner Olson - Founder's Winery, Brian Bavido - Full Range Sound, Larry Klug - HFS Tractor (Fire Chief),

**Others:** Suzy Barnes – Bridgman/EGA Sign Committee

Chair G. Hurst called meeting to order at 6 pm.

**Subcommittee report – sign content**

A. Johnson explained content chosen for each sign location. M. Smith presented illustration of sign content prepared by subcommittee. Changes offered and discussed with M. Smith to update illustrations for presentation March 19th to DDA.

M. Smith to ready specifications and bid documents to be sent to 4 possible bidders being 1) Art & Image, 2) Frank Small, 3) Dowagiac firm to be provided by L. Olson, and 4) Other firm to be provided by C. Moersch.

Bid specifications will include both steel & wood posts with aluminum or optional sign board.

Goal is to open bids for presentation to Village Council April 2nd.

Kiosk will be deferred until final design and specification are completed and approved by committee.

M. Smith & C. Eckenstahler will contact Road Commission and seek approval of installation, upon identification of specific signs to be installed.

**Cost(s): Funding and Payment**

Discussion ensued on funding including approaching DDA about ownership, approaching Village and Township about funding, and public/private partnership annual funding stream for installation and continued maintenance. Further discussion will be pursued upon receipt of costs.

Andrews \$1,500 expense commitment to be discussed with DDA March 19<sup>th</sup>.

Goal is to have recommendation prepared for presentation to Village Council April 2nd.

**Schedule of full committee actions**

1. Finalization of plans, specification and discussion of costs/payment program
2. March 19 – presentation to DDA – costs & funding
3. April 2 – Village Council – authorization of contract for sign construction and installation

**Other Matters**

Suzy Barnes – noted the Bridgman/EGA is working with M. Smith to complete their work allowing bidding to be solicited for both sign programs in an effort to lower costs.

**Next Meeting:** April 12 - 6 pm Founders Winery