

6. UNFINISHED BUSINESS.

- A. Updated DDA Plan.
 - a. Addition of Snow Removal from Beech to Oak (Section 11) and Adjusted Budget.
 - b. Addition of Updated Map, Wi-Fi, and Amplified Sound.
- B. DDA Millage voted or imposed.
- C. Welcome packet for new businesses.
 - a. City Government contact information
 - b. City Government meeting info
 - c. Utility and taxes dates
 - d. Festival/event dates
 - e. Schools/Parks
 - f. Voter information
 - g. Brush/Leaf pickup dates
 - h. Permit Forms
 - i. Water and Sewer auto pay
 - ii. Outdoor seating
 - iii. Sandwich Board Sign
 - iv. Sidewalk Display
 - v. Sign Permit Application
 - vi. Current Year fee schedule

Welcome packet for new businesses suggested additions

1. Explanation of common interactions between government and business
2. Site Plan/Sketch Plan info
3. Building inspector info
4. Rental registration
5. Temporary business application
6. Variance request information
7. Others?

Ringler would like to see additions of information regarding the Chamber of Commerce, Rotary, Lions club, Women's Club, DDA, American Legion and a general map and a DDA map.

- D. Removal of parking sign near The Brewery.
 - a. Riggle Park signs on Muskegon
 - b. 3 hour parking signs
 - c. CS Museum sign
 - d. Others?

Hopkins stated that more than one three hour parking sign per block would not be excessive. **Howland** said that she would like the removal of the 15 minute parking sign located at the old parts store. **Powell** stated that the parking sign near the brewery could be moved because it is behind the tree and possibly moving it to Elm Street.

E. Planters

Hopkins stated that the chamber would be willing to help assist with the temporary planter boxes as long as they didn't have to pay DPW to put the boxes out. He suggested the planter boxes be decorated for Memorial Day/Spring, Memorial Day, Independence Day, Red Flannel Day, Thanksgiving/Fall, Halloween, and Christmas. He also would like to extend to the North and South of Main street and only include the temporary planter boxes.

7. NEW BUSINESS.

- A. Resolution 2017-1 A Resolution To Establish The Regular Meeting Dates Of The Downtown Development Authority Board From January 2018 To December 2018.
- a. January 29, 2018 12:00 p.m.
 - b. April 30, 2018 12:00 p.m.
 - c. July 30, 2018 12:00 p.m.
 - d. November 26 2018 12:00 p.m.

Motion by **Powell** supported by **Gebhardt** to approve resolution 2017-01 A Resolution To Establish The Regular Meeting Dates Of The Downtown Development Authority Board From January 2018 To December 2018 with the revision of moving the August 30th, 2018 meeting to April 23rd, 2018

- B. Resolution 2017-2 A Resolution To Recommend To The City Council The Approval Of An Amended And Restated 2017 Tax Increment Financing Plan And Development Plan For The Downtown Development District, City Of Cedar Springs, Michigan 2017-2036.

Motion by **Powell** supported by **Ringler** to approve the minutes of the October 30, 2017 Special Meeting.

Voice Vote

6-0

Motion Carried.

- C. 2017-2018 Budget Plans-\$1400

Womack stated that he would like to begin the discussion of what to spend the available funding on. He will work with the Finance Director to provide an itemized list of expenses.

- D. Unified Bike Racks

Ringler stated that bike racks were purchased at Icon in Rockford and were \$400 unassembled. He didn't think that the bike racks would be utilized if they were placed at the rear of the building. **Womack** would like to measure the area of Main Street for and suggested layouts/placement on Main Street.

8. CITY MANAGER/DDA DIRECTOR'S REPORT.

9. TRUSTEE COMMENTS.

Powell stated that she is glad to see progress being made.

Howell stated that she was glad that the DDA could begin getting funding.

Ringler thanked the leadership and is looking forward to having new blood on the board.

Hopkins thanked the board for their hard work.

10. ADJOURNMENT.

Motion by **Ringler** supported by **Howell** to adjourn the meeting at 1:00 p.m.

Voice Vote

6-0

Motion Carried.

Rebecca Newland, City Clerk

Perry Hopkins, DDA Chairperson