

Mr. Jerry Gross Sr.	<u>Present</u>
Mr. Perry Hopkins	<u>Present</u>
Mrs. Molly Nixon	<u>Present</u>
Ms. Rose Powell	<u>Present</u>
Mr. Gerald Hall, Mayor	<u>Present</u>

Appreciation Presentation for Tom & Claudia Mabie & The Holton Family.

2016-2017 Financial Audit Presentation.

ICCF presentation regarding Pine Street lots to potentially be donated to ICCF.

3. PUBLIC COMMENTS.

The Council welcomes and encourages the public to speak during the public comment and public hearing portions of the agenda. However, Council policy is to hear the public comment, not to act on the public comment at this time. Concerns brought before the Council during the Public Comment portion of the agenda will be referred to the City Manager for action. If, after communicating with the City Manager, no resolution is reached, the concern will be elevated to the Mayor and then eventually to the Council for action.

Those citizens wishing to speak on agenda and non-agenda items will be allowed a maximum of four minutes each to address their concerns. This is the only time during the Council meeting that citizens are allowed to address the Council. Please state your name and address for the record.

None.

4. PUBLIC HEARINGS.

None.

5. ADOPTION OF AGENDA.

Motion by **Nixon** supported by **Hopkins** to approve the agenda with the addition of 8H for Christmas Lights on Main Street.

Voice Vote

7-0

Motion Carried.

6. CONSENT AGENDA.

Councilmembers may request that any or all items be removed from the Consent Agenda. A motion is then in order to adopt all items not removed from the Consent Agenda. Requesting the removal of an item from the Consent Agenda is a prerogative afforded each councilmember and does not require the support of other councilmembers.

A. Approval of the minutes of the Regular Meeting of October 12, 2017.

B. Approval of the Checks Paid Prior #s 40365 - 40458 totaling \$250,221.75
and Electronic Transfers totaling \$1,941.01
The total of all checks and transfers is \$252,162.76

C. Motion to approve Purchasing Policy Changes to the purchasing guidelines and the Addition of Federal Procurement Language.

D. Motion to approve Resolution 2017-22 A Resolution Declaring An Annotation In The Charter Of The City Of Cedar Springs Reflecting The Change Of Date For Filing Nominating Petitions.

E. Motion to approve 2017-20 A RESOLUTION AUTHORIZING NON-MOTORIZED TRANSPORTATION IMPROVEMENTS

F. Approval for Cedar Springs Ministerial Association trust distribution from the Evelyn Cossin Trusts \$1,554.68

Motion by **Hopkins** supported by **Nixon** to approve the consent agenda as presented.

Roll Call Vote **7-0** **Motion Carried.**

7. ACTION ITEMS:

A. Motion to approve or deny Resolution 2017-21 A Resolution To Adopt The Recommendation Of The Cedar Springs Local Officers Compensation Committee.

Motion by **Nixon** supported by **Hopkins** to deny Resolution 2017-21 A Resolution To Adopt The Recommendation Of The Cedar Springs Local Officers Compensation Committee.

Roll Call Vote **7-0** **Motion Carried.**

B. Motion to set a Public Hearing to amend the Development Plan/Tax Increment Financing Plan and Proposed Ordinances for December 14th at 7pm.

Motion by **Conley** supported by **Hopkins** to set a Public Hearing to amend the Development Plan/Tax Increment Financing Plan and Proposed Ordinances for December 14th at 7pm.

Roll Call Vote **7-0** **Motion Carried.**

C. DDA/TIFF Ordinance first reading.

a. Amended And Restated 2017 Tax Increment Financing Plan And Development Plan For The Downtown Development District City Of Cedar Springs, Michigan 2017-2036.

No discussion.

8. DISCUSSION ITEMS:

A. Quarterly Ordinance Codification and Biannual Supplements

No discussion.

B. December holiday days off

a. Holiday Policy with 4 day work week

Conley stated that the City Manager should decide on the day that staff will be observing holidays if it is not specified in the personnel manual. City Manager decided to observe Christmas Eve on Thursday, December 21, 2017.

C. January-February Master Plan/Capital Improvement plan workshop meeting

a. Citizen Survey

Womack will bring a plan to the December City Council meeting on how to extend the citizen survey to the public. **Hall** is looking forward to the survey and thought that the 2006 Citizen Survey was extremely helpful.

D. Spring Festival

Womack is working to bring a festival in conjunction with the start of the Library's summer reading program. The cost to the city would be extremely minimal, but wanted council approval before solidifying any plans.

E. 202 E Beech paving

Ducat has received one quote for extending paving on the easement for the well house. Approximate cost for the pavement is \$7,500. Council members were in agreement that the pavement would be a long term asset to the city. This will be revisited in the spring once pavement can be installed.

F. Tree lights-intent to cancel street light decorations in 2018

a. Candy Cane

G. Tax collection hours policy

Womack reported that under state law that tax payments until 5pm and an penalty shall be imposed the next day. The proposed policy allows tax payments until midnight without penalty. City Manager will handle the policy administratively.

H. Christmas Lights on Main Street

Hall will light the Christmas lights on or before November 27th.

9. COMMUNICATIONS:

- A. Yellow Book Delivery
- B. Kent County Emergency Management training December 4, 5, and 6, 2017
- C. Newly elected officials training
- D. Pincanna Rx Medical Marijuana

10. DEPARTMENT REPORTS:

A. City Manager had a good vacation in Disney. He is glad to see the city moving in the right direction. He will provide an update regarding the potential hotel at the next meeting.

B. Department of Public Works.

- a. Infrastructure Alternative's operational and maintenance report.

Gross clarified that skinner field will get an estimate bill for the same month last year.

C. Police Department reported that the trailer park are decreasing. He stated that the response time of 19 minutes is likely due to an error in how they collect the data. He suspects that the response time is much lower and that they are working to correct the error of how the data is collected. They have also observed that prevalence of opioids in Cedar Springs is declining.

D. Fire Department.

E. City Clerk reported that the election overall went smoothly. She was unsatisfied with the number of jams that were received on a machine that was marketed that could not jam. The City has been chosen for an audit from the Board of Elections and she will schedule the audit with the County after the canvass is complete. Audits are chosen at random and are not a result of any suspected election errors.

F. Finance Director/Treasurer.

- a. Cash Summary Report.
- b. Revenue/Expenditure Report.
- c. Balance Sheet

G. Code Enforcement.

H. Building Inspection.

I. Board and Commission Minutes:

- a. CS Public Library Minutes 9-25-17 Regular Meeting

11. COUNCIL COMMENTS.

Powell reported that she enjoyed the Trick or Treat on Main Street and that she has been impressed by the work that the City Clerk has been doing.

Gross commended all the department heads and very pleased with the financial audit results.

Hopkins thanked everyone and welcomed new member Lisa Atchison.

Nixon stated that she was pleased with the progress that the city is making and very happy with the direction the city is going.

Conley thanked everyone for their hard work on the financial audit, elections, and DDA revisions. She is also glad that crime is down and that the water is working.

Hall thanked everyone for another year as Mayor and welcomed Lisa Atchison to the board. He stated that the only dumb question is the one that isn't asked.

12. ADJOURNMENT.

Hall adjourned the meeting at 8:55pm.

Rebecca Newland, City Clerk

Gerald Hall, Mayor