



DRAFT MINUTES

Downtown Development Authority Meeting Thursday, February 8, 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), Dixon (7:37), Dull, G. Hanks (7:37), LaBelle, Moore, and M. Hanks (Council Liaison).

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

Absent: Blake, & Willison

III. Approval of Minutes (12/14/2017)

Motion by **Moore**, second from **LaBelle**, to approve the Minutes of the December 14, 2017 regular meeting. All in favor, motion carried.

Yes: 6 No: 0

IV. Approval of the Agenda

Motion by **Heins** second from **Moore**, to approve the Agenda as presented. All in favor, motion carried.

Yes: 6 No: 0

V. Financial Reports – Burns reviewed the finance report with the Board.

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

Yes: 8 No: 0

VI. Business

A. WhizBang! Training Update – M. Hanks reported that about 25 people attended the WhizBang Training and they had received a lot of great feedback.

- B.** Village Adventure Update – **M. Hanks** reported that everything was going along as planned and that they were having a website meeting that afternoon, so they will know more about when they would go live. **Hanks** said the *Visit Spring Lake MI* Facebook page was active and getting good response. **Hanks** shared that they had all their marketing items ordered, which consisted of blue traffic cones, window clings and sandwich board sign inserts, that would identify participating businesses. The **Board** discussed the cones and when they could be put out and whether they should be owned and controlled by the Village DDA.
- C.** DDA Façade Grant Program Rules – **Burns** shared a Draft of the Façade Grant Rules that had been re-written by Dana Kollewehr from the Chamber. The **Board** discussed how specific they wanted the design standard to be with the application process and possibly raising the grant dollar amount. The **Board** agreed they would like to think about this item and discuss and vote on it at the next meeting.
- D.** Miscellaneous Updates – **Burns** shared drawings of the proposed VanKampen project and explained what they anticipated doing with the block next to Village Hall.

Burns also updated the **Board** on a Zoning change request for a usage at Exchange and Cutler Street that was not an approved usage.

Burns shared the SWOT analysis from the January's meeting.

VII. Adjournment:

There being no further business, motion by **Heins**, second from **Moore**, the meeting was adjourned at 8:45 a.m.

Lou Draeger, Chairman

Maryann Fonkert, Deputy Clerk