

MEMORANDUM OF MEETING  
**Shopping Area Redevelopment Board (SARB)**

Thursday, May 9, 2019 – 10:00 a.m.

Zeeland City Hall—Red Room

PRESENT: Board members - Cheyne, Clark, Barnes, Klynstra,

ABSENT: Board members - Vos, VanKoevering, Visser

Staff: Marketing Director deRoo, Recording Secretary Humphrey

The meeting was called to order at 10:00 p.m. by Board Member Klynstra.

1. Motion was made by Board Member Cheyne and seconded by Board Member Clark to approve the minutes from the April 11, 2019 meeting. All voting aye, **Motion Carried**

2. Public Hearing – Kraft Chiropractic 10:05

Board Member Klynstra opened the Heritage Design Public Hearing at 10:05 am.

Steven Kraft, of Kraft Chiropractic, gave an overview of his request for a 24 sq. ft. sign on the East side of 51 East Main Avenue, and answered question from board members.

Klynstra closed the Public Hearing for Kraft Chiropractic at 10:10 am.

Motion was made by Board Member Cheyne, and seconded by Board Member Barnes to approve the design application by Steven Kraft of Kraft Chiropractic as presented.

All voting aye, **Motion Carried**

3. Sign Grant Application of Engedi Salon.

deRoo briefly reviewed the purpose and procedures of the Sign Grant authorization process. Each Board Member evaluated and rated the project in 6 categories and averaged the ratings to determine the amount awarded.

Motion was made by Board Member Barnes, and seconded by Board Member Cheyne to award the maximum allowance of \$1,000.

All voting aye, **Motion Carried**

4. Board Members reviewed their results of the Snowmelt survey. deRoo will share their findings with the City Council at their next meeting.

5. Strategic Action Plan – deRoo distributed highlighted copies of the Strategic Action Plan and reviewed those areas that were most pertinent to SARB functions.

6. Community Calendar Event mentions:

- May 18<sup>th</sup> Zeeland Christian 5K
- May 18<sup>th</sup> 11am – 2pm Walk for Water

7. The date of the next regularly scheduled meeting is Thursday, June 13, 2019, at 12:00. This date may change depending on member availability. deRoo will communicate with Board Members and reschedule if necessary.
8. Being no further business, the meeting was adjourned at 11:00 a.m.

A handwritten signature in blue ink, appearing to read "Cindy A. Humphrey", is written over a horizontal line.

Cindy Humphrey, Recording Secretary