

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY
March 4, 2015 Minutes

The regularly scheduled meeting of the Fennville DDA was called to order at the 220 Building at 7:00 p.m. by Chairman Claude Rummer.

Members Present: Amy Cook (7:05 p.m.), Matthew Pietsch, Erica Ramos, Dan Rastall, Claude Rummer, Mark Schrock

Members Absent: Ed Kortman, Mike McCracken

Others Present: Jodi Welscott, Goose Festival Committee

The Pledge of Allegiance was recited.

Public Comments – Welscott discussed the changes for the Lakeshore Relay for Life event and different types of fundraising opportunities for it.

Approval of the Agenda – **Schrock moved, supported by Rastall, to approve the agenda as presented. MOTION CARRIED.**

Secretary's Report – **Rastall moved, supported by Pietsch, to approve the February 4, 2015 meeting minutes as presented. MOTION CARRIED.**

Treasurer's Report – Invoices presented were Dickinson True Value Hardware for supplies for the 220 Building, Mary Kasprzyk for public relations services, Lakeshore Irrigation for the 2015 Irrigation Maintenance agreements, McCracken's Plumbing for repairs at the 220 Building, and Lisa A. Sheaffer for administrative services. Invoices totaled \$1,072.24. **Cook moved, supported by Rastall, to approve the bills as presented. MOTION CARRIED.**

Communications

- A. Email regarding real estate services was reviewed.
- B. Business grant request was reviewed.
- C. Community development research project with Tracy DenBleyker was discussed. Both Rummer and Cook have been in contact with her.

Old Business

- A. Vacant Board Position – **Cook moved, supported by Pietsch, to have Sarah Bushee appointed to the DDA Board. MOTION CARRIED.**

New Business

- A. Boy Scouts tree planting – Pietsch is working with the Boy Scouts with incorporating tree planting with the May 9th event. Sheaffer submitted email from Tom Pantelleria regarding different grants for tree planting costs.
- B. Garden lease with Salt of the Earth – **Cook moved, supported by Ramos, to renew the garden lease with Salt of the Earth for the same rate used for 2014. MOTION CARRIED with Pietsch and Schrock abstaining.**
- C. 220 Building – Rummer reported he is working with the school regarding a new locking system. Michigan Works requires additional internet services and would like to get broadband from Comcast in addition to the wireless service from Frontier. Pipes were frozen due to a hole in the back room. Fortunately, none of the pipes burst, and the hole was repaired. An additional heat vent is needed, and foam insulation will be installed in the spring.

Committee Reports

- A. Economic Restructuring – Cook presented a breakdown of the parking and streetscape expansions, including possible sources for funding. The DIG program is on hold, and if still viable, will be available for funding in 2016. Cook recommends waiting to see if the DIG program is available, if not, apply for a grant through M-DOT. She also recommend the Physical Elements Committee take

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over the parking development project. A meeting with downtown business owners and Ryan Kilpatrick is tentatively set for 2 p.m. on April 24th. A welcome packet for new businesses needs to be developed. Cook proposed moving the March meeting of the committee to City Hall.

- B. Organization – No report.
- C. Physical Elements – No report.
- D. Promotion – Pietsch discussed the May 9th event. The job description for the public relations coordinator is being reviewed and updated. The advertisement for the Chamber guide is being developed. A timeline for marketing needs has been developed.
- E. Goose Festival – Welscott discussed combining the 5K and Gosling Run events and the effect it will have on the parade. The committee is also considering a live broadcast by radio, station 92.7, and adding other enticements to the sponsorship packages.

Miscellaneous – The Chamber needs storage and inquired whether the DDA would be interested in splitting the costs of a rental storage unit.

Rastall reported the ESC has sent out a request for proposals for ambulance services, the City is considering a recycling program and its costs, the State Representative spoke to the Commission regarding the road tax bill up for vote in May.

Rummer will be on vacation from March 27th until the beginning of May.

The meeting was adjourned at 9:35 p.m.

Minutes submitted by Lisa A. Sheaffer.