

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY  
September 3, 2014 Minutes

The regularly scheduled meeting of the Fenntville DDA was called to order at City Hall at 7:00 p.m. by Chairman Claude Rummer.

Members Present: Ed Kortman, Mike McCracken, Tony Morgan, Matthew Pietsch, Erica Ramos (7:15p.m.), Dan Rastall, Claude Rummer, Mark Schrock

Members Absent: Amy Cook

Others Present: Sandi Busscher and Jodi Welscott, Goose Festival Committee; Lori Schut, Gosling Run

The Pledge of Allegiance was recited.

Public Comments - None

Secretary's Report - **Rastall moved, supported by Morgan, to approve the August 6, 2014 meeting minutes as presented. MOTION CARRIED.**

Treasurer's Report - Invoices presented were ASCAP for music/broadcasting licensing fees; Dickinson True Value Hardware for flags, banner poles, and gardening supplies; Grainger for cigarette receptacle, Mary Cone Kasprzyk, public relations services, Lakeshore Irrigation for services in the Hutchinson and Main Street gardens; Michele Overweg-Spans for poster design for Heritage Day; and Lisa A. Sheaffer for administrative services. Invoices totaled \$1,674.04.

**Rastall moved, supported by Schrock, to approve the bills as presented. MOTION CARRIED.**

#### Communications

- A. Allegan County 2015 Guide - Sheaffer inquired as to whether the DDA wanted to do a half-page advertisement for the Goose Festival. If so, R-COMM offered to charge the two half-page ads as one full page, thus saving \$200. Sheaffer had contacted Angelica Pena-Smith to get pricing for photographs and graphic design for the ads. **Rastall moved, supported by Kortman, to pay \$200 to Angelica Pena-Smith for photography and graphic design services for the advertisements in the Allegan County 2015 Guide. MOTION CARRIED.**

**Rastall moved, supported by Kortman, to purchase the inside cover, one half-page ad for the downtown business listing, one half-page ad for the Goose Festival in the Allegan County 2015 Guide for a total of \$3,450. MOTION CARRIED.**

- B. West Michigan Tourist Association - WMTA membership needs renewal. Mary Cone Kasprzyk will be the contact person. **Morgan moved, supported by Schrock, to approve the WMTA membership renewal for \$260. MOTION CARRIED.**

#### Old Business

- A. Downtown Sculptures - Schrock reported Jay Prosch-Jenson is interested in providing artwork in the downtown area. He has a piece available that had been displayed in Art Prize. Schrock will get more information on the piece and also check with MDOT regarding any requirements for artwork on Main Street.
- B. 220 Bldg. - Michigan Works - Rummer stated he is meeting with Jacob Maas on Thursday to work out lease details and other issues regarding the building.
- C. Memorial Plaque - Morgan reported the plaque should be ready for installation on October 1<sup>st</sup>. He will get exact dimensions needed for the masonry work involved.
- D. Banner - The banners have been shipped, but their location is unknown. Sheaffer will contact company to determine where they were delivered and who may have signed for them.

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- E. Streetscape Receptacle Update – The cigarette receptacle has been purchased and placed downtown.
- F. 220 Building Trash Receptacle – This has been purchased and is located by the main entrance of the 220 Building.
- G. Property Clean-up Update – Rummer stated he is working with the company to get the roots removed before getting the property reseeded. He also located a pipe stem, so he has contacted MISS Dig to determine whose service it is.
- H. Greenridge Realty Agreement – Rummer reported he has signed the paperwork to extend the agreement another six months.

New Business

- A. Su Casa – Rummer asked for contact information regarding the status of the Su Casa building.
- B. Bingo – Rummer has inquiries regarding the possibility of having bingo at the 220 Building. The board has no issues with allowing it.
- C. 2014 Gosling Run T-shirts – Lori Schut requested the DDA for assistance in purchasing the t-shirts. This year is the 10<sup>th</sup> year anniversary of the Gosling Run, and she would like to put most of the money from registration fees towards “goody” bags for the children. The DDA logo will be placed on the t-shirts. Sheaffer will send the logo information to Schut.  
**Kortman moved, supported by Schrock, to purchase t-shirts for the 2014 Gosling Run t-shirts for \$1,200. MOTION CARRIED.**
- D. Reserved Parking Ordinance – Rastall reported the City Commission has had its first reading on the ordinance for reserved parking. It will be in full effect after the second reading and publication of the ordinance. Sheaffer will submit a written request to reserve the six parking places at the 220 Building.

Committee Reports

- A. Economic Restructuring – No report.
- B. Organization – No report
- C. Physical Elements – Rummer reported the following projects are being considered and prioritized: 1) Streetscape Extension 2) South and North Alley Improvements 3) Parking 4) Irrigation for the green space on Main Street.
- D. Promotion – Pietsch reported on the Heritage Day event on September 20, 2014. They are working on completing the panel for the Storytellers’ portion. Also needed are additional judges for the apple pie competition and an Emcee. There will be a beer tent and an application needs to be approved submitted. **Kortman moved, supported by Schrock, to approve the application for a special license to serve alcohol at the green space on the corner of Maple and Main Streets at the Heritage Day event held on September 20, 2014. YEAS – 7, NAYS – 1, ABSENT – 1 MOTION CARRIED.**

**Morgan moved, supported by Rastall, to approve a budget of \$2,000 for costs associated with the Heritage Day event on September 20, 2014. MOTION CARRIED.**

- E. Goose Festival – Busscher submitted the event schedule for the Goose Festival. There will be no fireworks at the festival. She still needs to secure generators and trash removal. Welscott discussed the need for tables and chairs. **Schrock moved, supported by Kortman, to proceed with borrowing picnic tables from the City of the Village of Douglas to use at the Goose Festival. MOTION CARRIED.**

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Miscellaneous – Rummer reported the windows at the 220 Building will be cleaned. The water run-off has not been remedied at John’s Auto. The engineer is going to contact MDOT regarding it.

The meeting was adjourned at 9:12 p.m.

Minutes submitted by Lisa A. Sheaffer.