

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY
October 2, 2013 Minutes

The regularly scheduled meeting of the Fennville DDA was called to order at the 220 Bldg. at 7:00 p.m. by Vice Chairman Mark Schrock. The board took a moment to remember Al La Shell and his service to the DDA and Fennville community. Claude Rummer was thanked for his kind words made at Al's memorial service.

Members Present: Amy Cook (7:02 p.m.), Mike McCracken, Tony Morgan, Matthew Pietsch (7:10 p.m.), Erica Ramos (7:45 p.m.), Dan Rastall, Claude Rummer, Mark Schrock

Members Absent:

Others Present: Bill Busscher, Sandi Busscher, Jodi Welscott, Goose Festival Committee; Teresa Almanza, GVSU

The Pledge of Allegiance was recited.

Public Comments – Teresa Almanza stated she is an alumni of Fennville High School and is working on her Master's degree at GVSU. She is doing research as part of her Economic Development class and requested information regarding economic development in Fennville. Ms. Almanza is also helping the Forever Curious Children's Museum with grant writing. She was invited to attend a meeting with the DDA on October 21st regarding economic development.

Secretary's Report – **Morgan moved, supported by Cook, to approve the September 4, 2013 meeting minutes as presented. MOTION CARRIED.**

Treasurer's Report – The invoice presented was Lisa A. Sheaffer for contracted services. **Cook moved, supported by Pietsch, to approve the bill as presented. MOTION CARRIED.**

Communications

- A. Sheaffer reported a dance instructor would like to use the 220 Bldg. for dance class one to two days a week and requested that she be allowed to pay a percentage of the class fees in lieu of the \$20 building use fee. **Rastall moved, supported by Morgan, to allow Michelle Troutman to hold her dance class up to two days a week and to pay 25% of her class fees as the building use fee. MOTION CARRIED.**
- B. The 2nd Annual Michigan Downtowns Conference will be held in Grand Rapids on October 24th and 25th. **Morgan moved, supported by Rastall to approve payment for two DDA members to attend the MDA's 2nd Annual Michigan Downtowns Conference on October 24th and 25th. MOTION CARRIED.**
- C. The MEDC contacted the City regarding a business expansion in Fennville that could result in 90 new jobs. Rastall has a call in to the MEDC for more information on the project.
- D. Rastall will sign off paperwork finalizing the streetscape project with Abonmarche.

Old Business

- A. Website Design – Quotes submitted from Manifesto and Rumspeed were reviewed. **Cook moved, supported by Ramos, to use Manifesto for web site design and recommend to the City to do the same. MOTION CARRIED.**

New Business

- A. Election of Officers – The annual election of officers took place. **Schrock, moved, supported by Rastall, to elect Claude Rummer as Chairman, Amy Cook as Vice Chairman, and Tony Morgan as Secretary/Treasurer. MOTION CARRIED.**
- B. Vacant Board Position – Schrock requested the board to bring names of possible candidates for consideration at the next meeting.

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- C. Holiday Event – Ramos reported the Holiday celebration will be held on December 7th. The Chamber is contributing \$500 towards the budget and is asking the DDA to do the same. **Rastall moved, supported by Cook, to approve contributing \$500 towards the budget for the 2013 holiday event. MOTION CARRIED.**
- D. Huntington ATM – Huntington Bank approached the City and DDA regarding a location for an ATM. **Rastall moved to negotiate with Huntington to locate its ATM at the corner by the 220 Bldg. MOTION DIED FOR LACK OF SUPPORT.**
- E. Public Relations Position – Sheaffer requested clarification regarding the Public Relations position that was originally shared between the Chamber and DDA. Ramos stated that Mary Kasprzyk is the PR Coordinator for the Chamber and is doing well. **Rastall moved, supported by Rummer, to hire Mary Kasprzyk do handle public relations for the DDA, to attend Promotion Committee meetings, and to be paid \$125 per month.**

Committee Reports

- A. Economic Restructuring – Cook reported she will have a draft copy of the grant ready by October 15th. Committee members are Cook, Morgan, and Ramos, with Cook serving as Chair.
- B. Organization – No report. Committee members are Morgan, Rummer, and ~~Schrock~~ Cook, with Rummer serving as Chair.
- C. Physical Elements – Rummer discussed the banners. He arranged for the final fitting and had to rush order them to arrive before the Goose Festival.

Abonmarche referred Rummer to a cement engineer who reviewed the curbing issue in front of John's Auto. A cost estimate for resolving the problems should be sent soon.

Committee members are McCracken, Rastall, Rummer, and Schrock, with Rummer serving as Chair.

- D. Promotion – No report. Committee members are Pietsch and Ramos, with Ramos serving as Chair. Whoever is appointed to the currently vacant position will also serve on this committee.
- E. Goose Festival – Busscher reported that at 2 p.m. on October 6th, the downtown will be decorated in orange and black in honor of Al La Shell. Everyone is welcome to help decorate.

Busscher discussed the need for additional lighting, barricades and detour signs for the M-89 closure during the festival, and the location of the dumpster. **Rastall moved, supported by Schrock, to purchase four portable lights for the downtown, not to exceed \$500. MOTION CARRIED.**

Miscellaneous – The Boy Scouts will be allowed to sell popcorn from 9-12 noon by the Hutchinson Garden on October 5th.

A memorial to Al La Shell and his commitment to the community was discussed.

The meeting was adjourned at 9:15 p.m.

Minutes submitted by Lisa A. Sheaffer.