

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY
March 5, 2014 Minutes

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

Members Present: Amy Cook (7:03 p.m.), Ed Kortman, Mike McCracken, Tony Morgan, Matthew Pietsch (7:03 p.m.), Erica Ramos, Dan Rastall, Claude Rummer, Mark Schrock

Members Absent:

Others Present:

The Pledge of Allegiance was recited.

Public Comments - None

Secretary's Report - **Morgan moved, supported by Schrock, to approve the March 5, 2014 meeting minutes as presented. MOTION CARRIED.**

Treasurer's Report - Invoices presented were Greater Fennville Chamber of Commerce for annual membership dues, Ken Holewczynski for web site edits, Mary Kasprzyk for public relations services, Lakeshore Irrigation for annual maintenance agreement, Landscape Design for landscaping services for the Hutchinson Garden and the Streetscape, and Lisa A. Sheaffer for administrative services. Invoices totaled \$3,541.86. **Rastall moved, supported by Schrock, to approve the bills as presented. MOTION CARRIED.**

Communications

- A. Greenridge Realty - Bob Berger's update stated there have been eight specific hits on the listings. Once the snow is gone a new sign will be placed on the property.

Old Business

- A. Downtown Sculptures - There are three pads in the streetscape for sculptures. Schrock will contact Johnny Blue, who had once offered his work for display in the streetscape. Cook suggested contacting local artists who may be interested.
- B. Building Security - Kortman contacted Holland Lock & Safe regarding a key pad for the 220 Bldg. A push-button lock mounting plate system would cost between \$400-800 installed. The system would have a key override. **Morgan moved, supported by Ramos, to approve the purchase of a push-button lock system from Holland Lock & Safe for an amount not to exceed \$800. MOTION CARRIED.**
- C. Streetscape Surplus - Cook will contact Abonmarche regarding whether the grant is still open, as well as if funding is still available. She will call Ryan Kilpatrick, the MEDC contact, regarding the same.
- D. Snow Removal for 220 Bldg. - Rummer discussed the need to get quotes for snow removal next winter for the entrances, sidewalk, and parking lot of the 220 Building.
- E. Façade Improvement Grant Request - **Kortman moved, supported by Rastall, to approve Dr. Icabone's façade improvement project. MOTION CARRIED.**
- F. 220 Building/Michigan Works - Ramos discussed the conference call she had with AAESA representatives, Cathy Burton-Snell, Claude Rummer, and Lisa Sheaffer. AAESA has laptops, along with storage/charging cart, available for DDA use. There is an initial set-up fee and a monthly maintenance/tech support fee. However, AAESA is no longer handling Michigan Works. ACSET (Area Community Services Employment & Training Council), is providing Michigan Works services for both Kent and Allegan counties, and it has an interest in having a satellite office in Fennville. Ramos will arrange a meeting with ACSET to further discuss bringing Michigan Works services to Fennville.

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New Business

- A. Landscape Design Proposal – Rummer discussed the quote from Landscape Design to replace the plantings in accordance with MDOT’s recommendations to improve visibility on Main Street. The DDA will be reimbursed by MDOT for the costs. **Schrock moved, supported by Morgan, to approve the streetscape landscape work per the quote provided by Landscape Design Services, Inc. MOTION CARRIED.**
- B. 220 Building Cleaning – Molly Hicks has been hired to clean the 220 Building. Cleaning supplies are provided by the DDA, and a used vacuum was purchased.
- C. Banner Design – Cook will get a spring/summer banner design for the downtown area.
- D. Memorial Plaque – Morgan and McCracken will work on getting quotes for a memorial plaque honoring Al La Shell and Claude Rummer for their work on the 220 Building.

Committee Reports

- A. Economic Restructuring – No report.
- B. Organization – No report.
Physical Elements – No report.
- C. Promotion – Pietsch reported the Storytellers event was rescheduled to 6 p.m. on March 31, 2014 at the Fennville District Library. The committee has developed ideas for monthly events beginning in May and ending with the Goose Festival in October but wanted input from the Board. It was suggested to combine several events, making it three events instead of five. Cook will delete the Facebook page for the Fennville Farmers Market.
- D. Goose Festival – No report.

Miscellaneous – McCracken will take down the Christmas lights.

The Greater Fennville Chamber of Commerce requested support for the Tuesdays in the Park concert series. **Cook moved, supported by Kortman, to approve paying the difference in the sponsorships collected and the costs of the Tuesdays in the Park concert series event. MOTION CARRIED.**

Rastall stated that Representative Genetski had reported to the City Commission that the State has a budget surplus which will result in an increase in education funding for Fennville schools and Constitutional Revenue Sharing for the City. The County of Allegan will hold an Open House for the new jail on Saturday, March 8th at 10 a.m. Tours will take place from 11-4 p.m. The Park Commission is working on an ordinance regarding ATVs using local roads. The City is getting quotes for a new police car and working on a new ambulance services contract. It is still waiting for final from Clyde Twp. regarding equipment costs.

The meeting was adjourned at 8:32 p.m.

Minutes submitted by Lisa A. Sheaffer.