

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY  
May 13, 2015 Minutes

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

Members Present: Sarah Bushee, Amy Cook, Matthew Pietsch, Dan Rastall, Claude Rummer, Mark Schrock

Members Absent: Michael McCracken, Erica Ramos

Others Present: Sandi Busscher and Mary Kasprzyk, Forever Curious Children's Museum; Bob and Daleen Wagoner, Wagoner's Food Stores

The Pledge of Allegiance was recited.

Public Comments – Mary Kasprzyk gave a summary of the museum's activities. The museum is working with Fennville Public Schools, Allegan General Hospital, and the United Way in providing traveling clinics. It is also working with Amy Oliver, AAESA, on the STEM (science, technology, engineering, and mathematics) initiative. Through Michigan Works, the museum will have a Fennville Publics School student working for it this summer. Other activities include toddler time, toddler yoga, summer camps, and an after school money management program. The museum is joining forces with the library to hold a Trick or Treat Street event from 11-2 p.m. on October 31<sup>st</sup>. Children will be able to trick or treat at participating businesses. If businesses will not be open during that time, it can still be represented by having their stops at either the library or museum. Half a dozen businesses have already agreed to take part in the event.

Sandi Busscher discussed the museum's 10-year anniversary celebration to be held from 11-4 p.m. on Sunday, June 28<sup>th</sup>. The museum was established 15 years ago but has been here in Fennville for 10 years. It is requesting to use the DDA property on Main Street on which to hold its celebration. It is also requesting for the Mayor and DDA board members to be present at the cake cutting to be held at 1 p.m.; Bob Wagoner offered to provide the cake. **Rastall moved, supported by Schrock, to allow the Children's Museum the use of the DDA property on Main Street, including the use of electricity, for its 10-year celebration to be held on Sunday, June 28<sup>th</sup>, and to support the Museum's Trick or Treat Street event to be held on Saturday, October 31<sup>st</sup>. MOTION CARRIED.**

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

Secretary's Report – **Cook moved, supported by Schrock, to approve the April 1, 2015 meeting minutes as presented. MOTION CARRIED.**

Treasurer's Report – Cook stated a proposed budget for 2015-2016 will be prepared for the June meeting. Invoices presented were Brian Brown for tilling the pumpkin patch for May Day event, Dickinson True Value Hardware for miscellaneous ties, Amalia Hicks for cleaning services for the 220 Building, Mary Kasprzyk for public relations services, Salt of the Earth for paper for concert series and May Day event posters, Lisa A. Sheaffer for administrative services, Tosebo Clubhouse, LLC for poster paper for concert series, and Martha Wickett-Schrock for easels for concert series posters. Invoices totaled \$672.52. **Cook moved, supported by Schrock, to approve payment of the invoices as presented. MOTION CARRIED.**

#### Communications

- A. Online Marketing Reports were reviewed.
- B. Greater Fennville Chamber of Commerce's After Five Events schedule was reviewed.
- C. American Cancer Society's request for its Relay for Life was reviewed. **Pietsch moved, supported by Schrock to allow the Relay for Life to place its banner on the DDA property on Main Street from May 29<sup>th</sup> to June 7<sup>th</sup>. MOTION CARRIED.**
- D. Wagoner's Grand Opening Sale – Bob Wagoner introduced himself and gave a brief summary of his experience in the food market industry and the improvements being made to the current store in

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Fennville. The grand opening of the store starts Monday, May 18<sup>th</sup>, and he is planning on having Ruthie the cow from Dean's/Country Fresh placed in front of the grocery store. Rastall stated he will request city staff to block off two parking spaces in front of the grocery store from May 18<sup>th</sup> to May 22<sup>nd</sup> for the week-long celebration.

Old Business

- A. 220 Building Locking System – Bushee took over the task of getting information on a new locking system for the 220 Building.
- B. Vacant DDA Board position – **Rastall moved, supported by Cook, to nominate Chris Brzys as an at-large member to the DDA Board. MOTION CARRIED.**

New Business

- A. Welcome Packets for New Businesses – It was agreed that welcome packets for new businesses are necessary, and the project was assigned to the Economic Restructuring Committee.

Committee Reports

- A. Economic Restructuring – Cook reported the application for a USDA grant was submitted May 1<sup>st</sup> for the parking lot expansion, and the DDA should hear in June as to whether the funding has been granted. Work on the project would begin after the Goose Festival this year.
- B. Organization – No report.
- C. Physical Elements – Rummer reported the committee had met with City Commissioner Tom Pantelleria to discuss the outstanding debt to the City.
- D. Promotion – Pietsch reported the committee is working on selecting “gear” with the DDA logo to wear at local events to promote and identify the DDA volunteers.
- E. Goose Festival – No report.

Miscellaneous – At least two cigarette butt receptacles need replacement. The DDA agreed to allow the City Superintendent to replace these as needed.

Rastall stated Prein Newhof will update the City on its SAW grant application on May 18<sup>th</sup>, and the City has updated its BS&A software.

Bushee reported the bids for ambulance services were opened on May 5<sup>th</sup>, and the winning bid was AMR.

Rummer reported the following: the Michigan Works ribbon-cutting ceremony was well attended. The Root open house is Saturday, May 16<sup>th</sup> at 2 p.m. The spring cleanup in the Hutchinson Garden is nearly complete. Rummer is working on getting the drinking fountain repaired as it is leaking. The clock in front of the Hutchinson Garden is also not working, and he has been trying to get information on the company from which it was purchased.

The meeting was adjourned at 8:47 p.m.

Minutes submitted by Lisa A. Sheaffer.