

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY
August 5, 2015 Minutes

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

Members Present: Chris Brzys, Sarah, Bushee, Amy Cook, Matthew Pietsch (7:04 p.m.), Erica Ramos, Dan Rastall, Claude Rummer, Mark Schrock

Members Absent: Michael McCracken

Others Present:

The Pledge of Allegiance was recited.

Public Comments – None

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

Secretary's Report – **Rastall moved, supported by Schrock, to approve the June 3, 2015 meeting minutes as presented. MOTION CARRIED.**

Treasurer's Report – June invoices presented were Bartels Plants, Inc. for downtown flowers, Dickinson True Value Hardware for weed killer, Amalia Hicks for cleaning services for the 220 Building for May and June 2015, Mary Kasprzyk for public relations services, Lakeshore Irrigation for spring turn-on and repairs for the Hutchinson and Corner Gardens, Landscape Design for spring clean-up of the Hutchinson and Corner Gardens, and Lisa A. Sheaffer for administrative services. June invoices totaled \$3,437.51. July invoices presented were ASCAP for the 2015 licensing fee, Lakeshore Irrigation for clock time change for controllers in Hutchinson Garden, Lisa A. Sheaffer for administrative services, and West Michigan Tourist Association for membership dues. July invoices totaled \$787.00. The grand total for June and July invoices is \$4,234.51. **Schrock moved, supported by Bryzs, to approve payment of the invoices as presented. MOTION CARRIED.**

Communications

- A. MDA Fall Conference – **Rastall moved, supported by Cook, to send four board members to the MDA Fall Conference in October. MOTION CARRIED.**
- B. Online Marketing Reports were reviewed. The property being developed into parking will be removed from the listing. This was assigned to the Economic Development Committee.
- C. Fennville Football Fundraisers – **Cook moved, supported by Bushee, to contribute \$75 for advertising on the "Got Your 6" t-shirt and \$50 Fennville Dollars for the Friday Night Lights fundraiser. MOTION CARRIED.**
- D. Allegan County Tourist Council – Sheaffer stated that Celeste Statler will be contacting her regarding ads for the 2016 Inside Allegan County. The DDA will take a full-page ad for the inside cover, a half-page ad for the downtown business listing, and a half-page ad for the Goose Festival. Sheaffer will contact Angie Pena-Smith, who had designed the ads last year for the DDA.
- E. Greater Fennville Chamber of Commerce Picnic – **Rastall moved, supported by Schrock, to pay for four board members, Brzys, Bushee, Cook, and Rummer, to attend the picnic. MOTION CARRIED.**

Old Business

- A. 220 Building Locking System – Bushee presented a quote from Town & Country Security for review. Brzys will check into resetting the keypad code.
- B. USDA Grant – Cook reported a meeting had been held with Lisa Epple from the USDA regarding the grant application and to sign the necessary documentation for the parking expansion. The next step is to develop a request for proposals (RFP) for design and engineering of the project. This was assigned to the Physical Elements Committee, which will meet on Friday, August 7, 2015, at 1 p.m.

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at the 220 Building to finalize. Cook stated that facility upgrade grants are available as well and could be used to upgrade City Hall.

New Business – No new business.

Committee Reports

- A. Economic Restructuring – No report.
- B. Organization – No report. Cook requested information on duties of this committee.
- C. Physical Elements – Rummer reported that the clock downtown still needs repairs as the east face is not working. He discovered there was funding unspent from the original clock project which will be given to the DDA to use towards repairs. Rummer also stated the dog fountain is still not working properly.
- D. Promotion – No report.
- E. Goose Festival – The organizers of the Gosling Run are requesting funding. Sheaffer will contact them for a breakdown of the costs.

Miscellaneous – Sheaffer presented a thank-you card received from the Forever Curious Children's Museum. The incident with pictures taken at one of the concert series has been resolved.

Rastall reported the following: the City is going to the Michigan Tax Tribunal regarding the value of the Huntington Bank Property, investments are being reviewed, Ladders of Hope is holding a fundraiser at Fenn Valley, the Douglas/Saugatuck Pickle Ball Association is requesting to use the Fennville Athletic Center, there are four open terms on the City Commission with only two candidates vying for them.

The meeting was adjourned at 8:28 p.m.

Minutes submitted by Lisa A. Sheaffer.