

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY  
November 4, 2015 Minutes

No quorum was present for the regularly scheduled meeting of the Fennville DDA held at the 220 Building until 7:35 p.m.

Members Present: Amy Cook, Juliet Michele, Matthew Pietsch, Erica Ramos, Claude Rummer, Mark Schrock (7:25p.m.)

Members Absent: Chris Brzys, Sarah Bushee

Others Present:

The Pledge of Allegiance was recited.

Public Comments – None

Approval of the Agenda – No quorum present at this time.

Secretary's Report – No quorum present at this time.

Treasurer's Report – No quorum present at this time.

Communications

Old Business

- A. MI Works Lease – Cook discussed increasing the monthly rent using a flat rate that includes average utility use. Tenant would be responsible for phone, snow plowing/removal, internet, and cleaning services. **Ramos moved, supported by Pietsch, to lease the 220 Building to MI Works! for \$750 per month, which includes electric and gas, and excludes phone, snowplowing, cleaning services, and internet. MOTION CARRIED.**  
**Ramos moved, supported by Pietsch, to amend the motion to allow the DDA to use the 220 Building no greater than once per month with seven days' notice for such use. MOTION CARRIED.**

New Business

- A. Wi-Fi Location Change - Sheaffer will contact Bloomingdale Communications to check the Wi-Fi equipment and to meet with the Physical Elements Committee to plan a location switch.

Committee Reports

- A. Economic Restructuring – The standard meeting time will be at 7:00 p.m. the Wednesday after the DDA meeting. There are funding sources for the Dickinson Hardware building and grants available for MSHDA and blight-related projects.
- B. Organization – Need to meet quarterly and focus on keeping local businesses up-to-date on DDA projects.
- C. Physical Elements – The committee met earlier tonight and discussed possibly completing projects for the City in lieu of making the monthly loan interest payments. These projects are: improvements to City Hall with possible grant funding available through USDA, new signage with landscaping and lighting at city limits and for the Goose Festival, replace and repair equipment at Paradise Park, sponsor summer recreation sports with dedication to Al La Shell, and directional signage for City Hall.
- D. Promotion – Christmas lights for the big tree need to match the lights downtown. The Holiday Committee did not budget for this. **Pietsch moved, supported by Cook, to approve the purchase of light for the big Christmas tree in the amount not to exceed \$700. MOTION CARRIED.**
- E. Goose Festival – There should be more promotion for the local food, beer, and cider at the festival. Also, the budget numbers for the festival need to be incorporated with the DDA's and not reported separately.

Miscellaneous – Rummer requested the DDA to pay for half the cost to replace the lawnmower he uses for the Hutchinson Garden. He will bring the receipt to the next meeting. He has discussed winterizing the plantings with Landscape Design, which should be included in its annual contract. The property listing for the empty lots has expired. The Promotion Committee will meet at 10 a.m. on Thursday.

The meeting was adjourned at 8:24 p.m.

Minutes submitted by Taylor M. Sheaffer.