

FENVILLE DOWNTOWN DEVELOPMENT AUTHORITY

August 5, 2009 Minutes

Call to Order/Roll Call - The regularly scheduled monthly meeting of the Fennville DDA was held at Fennville City Hall on Wednesday, August 5, 2009. The meeting was called to order by Chairman Elice Menear at 7:00 p.m.

Members Present: Amy Cook, Elice Menear, Dan Rastall, Claude Rummer, and Mark Schrock

Members Absent: Al LaShell, Tony Morgan, Steve Valkema

Others Present: Hedy Morse

The Pledge of Allegiance was recited.

Public Comments – Hedy Morse requested permission for the youth group of the Methodist Church to create chalk artwork on the sidewalks in the downtown area during the week of August 17th.

Secretary's Report - The minutes of the July 1, 2009 meeting were presented to the board for review.

Motion: To approve the minutes of the July 1, 2009 meeting as presented.

Made by: A. Cook Supported by: D. Rastall

Results: Motion carried.

Treasurer's Report – Sheaffer clarified several expenses included in the July financial packet. Contracted services consisted of \$775 for the installation of the plaque and \$200 for lawn services. Sheaffer has not received any invoices regarding the boulder or the clean-up of the garden. Marketing expenses were \$250 for membership with the West Michigan Tourist Association. Three invoices were presented for payment: ASCAP, \$305 for renewal of the music license; Scholten Fant, \$75 for legal services; and Lisa Sheaffer, \$26.59 for reimbursement for the purchase of water, ice & balloon ribbons for the 4th of Fennville festival.

Motion: To approve the payment of the invoices, totaling \$406.59, as presented.

Made by: D. Rastall Supported by: C. Rummer

Results: Motion carried.

Communications – The report from Al LaShell in regards to the last Chamber of Commerce meeting was reviewed. Amy Cook will attend the August Chamber meeting.

Old Business

- A. Maple Street Project – The grant has been denied. The State is concentrating all funding on projects involving agricultural businesses.
- B. Survey of Parcel 0352-850-001-00 – No word yet regarding the completion of the survey.
- C. Offer for DDA Property – Schrock and Sheaffer met with one prospective buyer.

New Business

- A. 2009-2010 Greater Fennville Visitors' Guide – Members decided to place an ad in the guide. Depending on what is still available, the board placed preference on an inside front cover, back cover, inside back cover and full page. Al LaShell will do the ad layout.

Motion: To proceed with the placement of an ad in the Greater Fennville Visitors' Guide, budgeted in the range of \$415 and \$525.

Made by: M. Schrock Supported by: E. Menear

Results: Motion carried.

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- B. 2010 Allegan County Visitors' Guide – The board discussed what type of ad to place and what also to offer the downtown businesses who may wish to play their own ads in the guide. Cook suggested a map of the downtown area which details the businesses located within it.
Motion: To place a premium inside full page ad in the Allegan County Visitors' Guide and to offer 20% off for 1/6 H or V page ads placed by downtown businesses.
Made by: M. Schrock Supported by: A. Cook
Results: Motion carried.
- C. Engineering Estimate for Utilities, Alleys for CCRP – City Superintendent Gary Tuhacek gave a rough estimate for this project. However, the Physical Elements Committee recommended that nothing be done until the purchase agreements are in place.
- D. DDA Board Seat Vacancy – Menear asked members to consider recommending someone by the next meeting.

Committee Reports

Economic Restructuring – Sheaffer reported the 4th of Fennville festival expenses were under budget by nearly \$1,000. The non-profit groups that participated made \$335 total. Sheaffer has reimbursed \$45 worth of Fennville Dollars already. The meeting dates for the committee have been switched from Tuesdays to Wednesdays at 9 a.m.

- A. Organization – The next quarterly business meeting will be held at the Salt of the Earth on Monday, September 14th. Rick Hert of the WMTA will be speaking, and Celeste Statler will be there as well.
- B. Physical Elements – The report was given during old and new business.
- C. Promotion – No report.

Miscellaneous – Cook offered to do a rendering of the platform and train station once the survey has been completed.

Sheaffer stated that when the Paradise Woods plat was developed, 11 parcels were mistakenly omitted from the tax capture started before 1999. Then 10 parcels in the Glenview subdivision were also omitted from tax capture in 2001. The assessor is working on correcting it.

Adjournment - The meeting was adjourned at 7:56 p.m. with the next regular meeting to be held on September 2nd at 7:00 p.m.

(Minutes submitted by Lisa A. Sheaffer)