

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY
October 6, 2010 Minutes

Call to Order/Roll Call – The regularly scheduled monthly meeting of the Fennville DDA was held at Fennville City Hall on Wednesday, October 6, 2010. The meeting was called to order by Chairman Al La Shell at 7:00 p.m.

Members Present: Amy Cook, Al La Shell, Tony Morgan, Dan Rastall, Claude Rummer, Mark Schrock, William Sey, Jodi Welscott

Members Absent:

Others Present: Casey Boeve, FAM; Dennis Icabone; Michele Overweg, FAM

The Pledge of Allegiance was recited.

Public Comments

Secretary's Report – The minutes from the September 1st regular meeting were reviewed. There was one correction: Tony Morgan should be listed only under Members Absent. **Morgan moved, supported by Sey, to approve the minutes, as corrected, from the September 1st regular meeting. MOTION CARRIED.**

Treasurer's Report – Morgan reported the financial statements were in the packet. The following invoices were presented for payment: Abonmarche, \$7,280.24 for preliminary design of the streetscape; Cris Aguilar, \$290 for reimbursement for watering downtown flowers; Flashes Publishers, \$475 for advertisement in Chamber guide; Michigan Downtown Association, \$100 for membership dues; Michigan Township Services, \$48 for CBD zoning issues; Scholten Fant, \$340 for review of purchase agreement; Su Casa, \$292.17 for catering the Business Advantage in August.

Cook, moved, supported by Rastall, to approve the payment of invoices as presented. MOTION CARRIED.

The current budget needs to be amended to reflect both the streetscape and property purchase revenues and expenses.

Communications

A. Livable Communities – This dinner event includes presentations on economic development, mixed-use and livable design for communities.

Rastall moved, supported by Cook, to approve up to four DDA members to attend the Livable Communities event on November 9, 2010 at a cost of \$35 per person. MOTION CARRIED.

B. MDA Membership & November Conference – Sheaffer stated the MDA conference will be held in Monroe on November 5th.

Old Business

A. Hutchinson Garden Maintenance Expenses – Per the lease agreement the City is responsible for the upkeep of the garden. If the DDA takes over the expenses, the lease should be amended to reflect that. The DDA's lease payments are now current.

Cook moved, supported by Schrock, to take over the Hutchinson Garden expenses. MOTION CARRIED.

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY
October 6, 2010 Minutes

B. Portable Microphone – Sheaffer and Schrock will work on this.

New Business

A. Election of Officers for 2010-2011

Rastall moved, supported by Rummer, to keep the same slate of officers for the 2010-2011 terms. **MOTION CARRIED.**

B. Vacant Board Position – The board discussed several candidates for the vacancy.

C. Façade Improvement Grant – Linda Barnes had been approved to receive the grant for façade improvements at the end of the 2009-2010 Fiscal Year. However, work was not begun during that time frame, and she is requesting for that grant to be rolled-over into this fiscal year.

Rastall moved, supported by Cook, to rollover the 2009-2010 façade improvement grant for Linda Barnes to the 2010-2010 Fiscal Year. **MOTION CARRIED.**

Committee Reports

A. Economic Restructuring – Cook reported there has been no response from Lake Michigan College regarding the marketing intern. Therefore, other colleges will be contacted regarding it. The committee reviewed the budget and discussed amendments to it. It also discussed the roll-over of the façade improvement grant. John Burmeister has agreed to be the chairman of the historic committee. Two other people have agreed to be members and other names have been suggested.

1. Fennville Arts Movement – Boeve and Overweg stated the Halloween events for both children and adults will be at Club Casa on October 30th. The children event is slated for 2-4 p.m., and the adult event is from 8-12 midnight. Both events are free.

The Art Market was also discussed. It is being planned for the four weekends after Thanksgiving. The site is Linda Barnes' building on the corner of Maple and Main Streets. FAM kept the market to one site in order to keep it in the core downtown. The hours are from 11 a.m.-6 p.m. FAM is planning to have area businesses host an indoor tree decorated by the local children. FAM is working with the Fennville District Library to host a family ornament-making day on November 13th. It will paint a large community Xmas card that will also promote the holiday art market.

B. Organization – No report.

C. Physical Elements

1. Streetscape Update – TEA grant application has been submitted. The project is on hold until a decision on the TEA grant is made.

2. Purchase Agreement – The attorney reviewed the agreement and had concerns with Section 14. Part B of this section will be removed. The lots on the vacant property will be graded and seeded. The DDA will place two to three lights on the eastern portion of the parking lot and Icabone will have two lights on his parking lot. Icabone will have the changes made to the agreement, and the DDA will hold a special meeting to approve it.

FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY
October 6, 2010 Minutes

D. Promotion – La Shell reported the committee had met last week to discuss mainly the Christmas promotion. Welscott had attended the last Chamber meeting in order to present the proposed joint-promotion. The Chamber’s Event Committee will meet with the Promotion Committee on Wednesday, October 13th at 10 a.m. at City Hall.

Miscellaneous

Rummer inquired on the remains of the ink factory that had burned a few weeks ago.

Rastall reported on city issues. The N. Maple Street project is completed and was under budget. It may be possible to improve Second Street with leftover funds. The water expansion project costs have been increased to 4.0 million. The CDBG funding is for 3.8 million. If the costs cannot be reduced to the funding level, the project may not take place.

Sheaffer stated she had been approached by Martha Schrock about co-sponsoring the Chamber’s After Five event in November at the Salt of the Earth to showcase the streetscape design. Sheaffer has already contact Abonmarche, who is willing to do so. **Morgan moved, supported by Rummer, to co-sponsor the Chamber’s After Hours event in November. MOTION CARRIED.**

The meeting was adjourned at 8:29 p.m.

Minutes submitted by Lisa A. Sheaffer.