

FENVILLE DOWNTOWN DEVELOPMENT AUTHORITY

January 3, 2007 Minutes

Call to Order/Roll Call - The regularly scheduled monthly meeting of the Fennville DDA was held at Fennville City Hall on Wednesday, January 3, 2007. The meeting was called to order by Chairperson Elice Menear at 7:00 p.m.

Members Present: Bruce Cutean, Jim Lytle, Elice Menear, Margee Overhiser, Claude Rummer, Mark Schrock, Steve Valkema, and Kym Zumbrink (7:19 p.m.).

Members Absent: Tony Morgan, Gregg Puvogel, and Mike Vanden Berg

Others Present: No one.

The Pledge of Allegiance was recited.

Public Comments – None.

Secretary's Report - The minutes of the November 1, 2006 regular meeting were presented to the board for review.

Motion: To approve the November 1st meeting minutes as presented.

Made by: M. Schrock Supported by: B. Cutean

Results: Motion carried.

Treasurer's Report – Lisa Sheaffer reported the cash balance as of 11/30/2006 was \$113,819.40. She also reported that \$50,000 had been transferred from the checking account and into a certificate of deposit. There was one invoice presented for payment from Specialized Demolition, Inc. for an asbestos survey of the three buildings needing demolition (103 Main Street, 131 W. Main Street and 113 W. Fennville Street).

Motion: To pay the invoice from Specialized Demolition, Inc. for \$2,000 as presented.

Made by: B. Cutean Supported by: M. Schrock

Results: Motion carried.

Communications – None.

Old Business – None.

New Business – None.

Committee Reports

- a. Economic Restructuring – No report.
- b. Organization – No report.
- c. Physical Elements – Schrock reported the layout for the interpretative panel for the Heritage Trail has been completed and presented a copy of it to the board. It will be installed in the spring. Schrock will check with Gary to determine the best location for it within the green space by the post office.

Schrock reported he had met with the Community Action Team, along with Gary Tuhacek, Claude Rummer, Jim Suerth, Elice Menear, Jim Lytle and Lisa Sheaffer, to discuss the redevelopment of the vacant property on Main Street. While the CAT members indicated there are grant possibilities for portions of the project, such as the parking lots and utilities' underground placement, there is not grant funding available for the demolition aspect. It was suggested the DDA proceed with the demolition project, the necessary surveys, and the any rezoning issues. Schrock requested a meeting with the chairperson of each DDA committee to determine the

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marketing procedure for these properties. The meeting will be held Thursday, January 25th at 6:00 p.m. at the journeyman café.

- d. Promotion – Jim Lytle reported the kiosk design has been submitted to Royal Glass for a quote for manufacturing costs. The kiosk will also be located within the green space next to the post office.

Miscellaneous – MSHDA’s CAT is holding several Downtown Revitalization Workshops during the month of January. On January 11th, the workshop will be held in Grand Rapids. Claude Rummer, Elice Menear, Jim Lytle, and Mark Schrock agreed to attend. The workshops are being held at no cost to the participants.

No one was able to attend the Driving Michigan’s Economic Engine in East Lansing on December 7th due to the massive snowstorm that hit Fennville that day.

Adjournment - The meeting was adjourned at 8:28 p.m. with the next regular meeting to be held on February 7th at 7:00 p.m.

(Minutes submitted by Lisa A. Sheaffer)