

# FENNVILLE DOWNTOWN DEVELOPMENT AUTHORITY

June 6, 2007 Minutes

**Call to Order/Roll Call** - The regularly scheduled monthly meeting of the Fennville DDA was held at Fennville City Hall on Wednesday, June 6, 2007. The meeting was called to order by Chairperson Elice Menear at 7:01 p.m.

Members Present: Jim Lytle, Elice Menear, Tony Morgan, Claude Rummer, Mark Schrock, Steve Valkema (7:04 p.m.), and Mike Vanden Berg

Members Absent: Bruce Cutean, Margee Overhiser, Gregg Puvogel, and Kym Zumbrink

Others Present: No one.

The Pledge of Allegiance was recited.

**Public Comments** – None.

**Secretary's Report** - The minutes of the May 16, 2007 regular meeting were presented to the board for review. Corrections to these minutes are: under Secretary's Report, motion to approve the minutes should state "Made by M. Schrock, Supported by S. Valkema." Also under Committee Reports, Physical Elements, the word concerting should be "considering".

Motion: To approve the May 16<sup>th</sup> meeting minutes as corrected.

Made by: C. Rummer

Supported by: M. Schrock

Results: Motion carried.

**Treasurer's Report** – Tony Morgan reported the cash balance as of 05/31/2007 was \$90,245.31. Invoices from Royal Glass & Greenhouse for the manufacturing of the kiosk and from Bartels Plants, Inc. for flowers for the downtown planters were presented. Morgan also discussed the budget amendments for the current budget and the proposed budget for 2007-2008.

Motion: To approve the payment of the invoice from Royal Glass & Greenhouse for \$1,377.00 and the invoice from Bartels Plants, Inc. for \$434.50.

Made by: M. Schrock

Supported by: S. Valkema

Results: Motion carried.

Motion: To amend the 2006-2007 Budget to increase the amount for contracted services to \$36,000.

Made by: M. Vanden Berg

Supported by: M. Schrock

Results: Motion carried.

Motion: To adopt the proposed 2007-2008 Budget.

Made by: J. Lytle

Supported by: T. Morgan

Results: Motion carried.

Motion: To reimburse \$10,000 to the City for the construction of new sidewalks in the DDA district during the completion of the New School & Street Safety Enhancement project.

Made by: M. Schrock

Supported by: S. Valkema

Results: Motion carried.

## Communications

- A. The Kalamazoo MDA Conference Report – Mark Schrock reported he and Kym Zumbrink had both attended the conference and had found it very beneficial. There was a range of DDA-related topics including business recruitment and retention, succession planning, and marketing methods.

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Motion: To join the Michigan Downtown Association with a membership fee of \$100.

Made by: E. Menear      Supported by: M. Vanden Berg

Results: Motion carried.

**Old Business** – None.

**New Business** – None.

## **Committee Reports**

A. Economic Restructuring – No report.

B. Organization – No report.

C. Physical Elements – Schrock briefly discussed the redevelopment project. He is working on getting a sign erected on the vacant property and asked for suggestions for a name for the project. The board discussed several options and decided on the City Central Redevelopment (CCR) project. The next meeting for the committee will be Tuesday, June 26<sup>th</sup> at 1:00 p.m. at City Hall.

Promotion – Jim Lytle reported the kiosk has been installed in the green space on Main Street. Also installed there is the Heritage Trail marker, and a grand opening ceremony will be held at 1:00 p.m. on Thursday, June 7<sup>th</sup>, which is MaryAnn Moeller Day.

**Miscellaneous** – Sheaffer stated that the city's new parking lot could be used for a farmers' market next year. Schrock said he spoke with Gary Tuhacek regarding pavement bids for the parking lot, too. Lytle will put a notice on the DDA and Chamber websites asking for input and volunteers for the farmers' market and directing those interested to contact Sheaffer at city hall.

**Adjournment** - The meeting was adjourned at 8:20 p.m. with the next regular meeting to be held on July 5<sup>th</sup> at 7:00 p.m.

(Minutes submitted by Lisa A. Sheaffer)