



DOWNTOWN DEVELOPMENT AUTHORITY

City Hall, 222 South Maple Street, Fennville, MI 49408
Wednesday, May 1, 2019
7:00 p.m.

MINUTES

1. Call to Order

The meeting was called to order by Chairperson Cook at 7:11 p.m.

2. Roll Call

Present: Ramos, Schrock, Shahrak, Cook

Absent: Bushee, Pantelleria, Rummer

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Public Comments

None at this time.

5. Approval of the following DDA Minutes:

a. April 3, 2019

Moved by Schrock, seconded by Cook to approve the DDA minutes of April 3, 2019 as presented. Voted Yes: All. Motion carried.

6. Treasurer Report

a. Treasurer Reports

b. Invoices – None for April

There were no invoices for DDA to approve during the meeting.

UNFINISHED BUSINESS

7. The DDA will discuss the status of the sale of the downtown properties.

At this time, the DDA has not received any correspondence from Heather Conley regarding the listing of the DDA properties. They discussed that the only other realtor that expressed interest was Laura Durham but the DDA did not feel she was a good fit.

The DDA asked the City Administrator to reach out to Bill Underdown with the Century 21 office in Douglas to gauge his interest in listing the properties.

8. The DDA will discuss plans for the Lakeshore Networking event they are hosting in June.

The DDA will be hosting the Lakeshore Networking event for June. The event will be held at Root.

9. The DDA will be asked to discuss repaving the parking spots on Main Street during the MDOT project in 2020 and will receive cost estimates for the project.

MDOT had provided the City Administrator with an estimate of \$18,867 to repave the downtown parking spots when MDOT resurfaces the rest of Main Street within the City Limits. If the DDA agrees to the project, it would be added on to the MDOT project and billed to the City.

Moved by Schrock, seconded by Ramos to add the \$18,867 plus a 20% contingency to the budget for the paving of the downtown parking spaces in conjunction with the MDOT resurfacing project. Voted Yes: All. Motion carried.

10. The DDA will receive an update on the PPT reimbursement request from the State.

The DDA was informed that the state has indicated that the DDA will be receiving a little of \$53,000 to reimburse the TIF for the PPT loss.

NEW BUSINESS

11. The DDA will be asked to discuss issuing two requests for Interns for the Goose Festival.

The Goose Festival had requested two interns for the 2019 festival. One for event planning assistance and one for working on information for filing for 501(c)3 status.

After much discussion, the DDA agreed authorize the Goose Festival to hire one intern for the 2019 Festival to assist with event planning with a stipend of \$50/week.

12. The DDA will be asked to allow the City Administrator to work with Salt of Earth to install water service on the DDA lot downtown for watering their garden.

Salt of the Earth has requested that the DDA allow them to place a water service on the lot near there garden to allow for watering. There is an existing service there that was capped off when the structure was demolished. Staff anticipates they should be able to simply tap into that existing line. A meter pit would be placed at the edge of the garden and Salt of the Earth would be responsible for installing anything after the meter and they will be responsible for the quarterly billing.

Moved by Cook, seconded by Shahrak to allow the City Administrator to work with Salt of the Earth to install water service on the DDA lot downtown. Voted Yes: All. Motion carried.

13. Committee Reports:

- a. Economic Development**
- b. Marketing and Promotion**

- c. **Physical Elements**
- d. **Goose Festival**
- e. **City Commission**

There were no formal committee reports. Chairperson Cook commented that she would like to reach out to the migrant summer art program to work with them on possibly designing the downtown banners and that the Goose Festival will be having a series of meetings with the various teams to begin planning efforts.

14. Miscellaneous

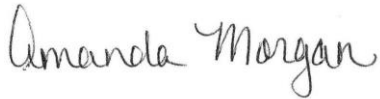
Nothing at this time.

15. Adjournment

- a. **Next meeting is June 5, 2019**

Meeting adjourned at 8:13 p.m.

Respectfully Submitted,



Amanda Morgan
City Administrator

Approved by DDA: June 12, 2019