



**DRAFT
DOWNTOWN DEVELOPMENT AUTHORITY**

**City Hall, 222 South Maple Street, Fennville, MI 49408
Wednesday, February 5, 2020
7:00 p.m.**

MINUTES

1. Call to Order by Chairperson Ramos at 7:14 p.m.

2. Roll Call

Present: Pantelleria, Rummer, Shahrak, Ramos
Absent: Cook, Schrock

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Public Comments

None at this time.

5. Approval of DDA Minutes.

Moved by Pantelleria, seconded by Shahrak to approve the DDA Minutes from January 8, 2010. Voted Yes: All. Motion carried.

6. Treasurer Report

- a. Treasurer Reports
- b. Invoices

Moved by Rummer, seconded by Shahrak to approve the Treasurer's Report. Voted Yes: All. Motion carried.

UNFINISHED BUSINESS

7. The DDA will be asked to authorize the City Administrator to work with MCSA Group to develop a plan for the Streetscape Extension, review the estimated project timeline and funding opportunities.

Moved by Shahrak, seconded by Pantelleria to authorize the City Administrator to begin work with MCSA Group to develop a plan for the Streetscape Extension, review the estimated project timeline and funding opportunities as at cost not to exceed \$7,000. Voted Yes: All. Motion carried.

NEW BUSINESS

8. The DDA will be asked to approve the landscaping maintenance proposal from Landscape Design Services in the amount of \$5,400.

Moved by Pantelleria, seconded by Shahrak to approve the landscaping maintenance proposal from Landscape Design Services in the amount of \$5,400. Voted Yes: All. Motion carried.

9. The DDA will be asked to discuss the 2020 Christmas lighting proposal from Chips Groundcover.

The DDA received a copy of the proposal for 2020 Christmas lighting downtown. The proposal included several areas not lite in previous years. The DDA members will review the proposal and discuss options and budgets at a future meeting.

10. The DDA will be asked to discuss listing the downtown lots for sale.

The DDA would like to invite Robert Ortman of Ortman Commercial Real Estate to the next meeting to discuss options for listing the DDA property for sale. Prior to that meeting, the DDA would like to try to find the previously drafted development plans for the area and review prior to the realtor presentation to determine if they still reflect the vision of the board.

11. The DDA will be asked to discuss the design and installation of new banners.

Item postponed until a later date.

12. The DDA will discuss vacant board positions.

The DDA discussed the vacant board positions and strategies for filling the position. Several board members were asked to reach out to potential volunteers to gauge their interest in serving.

13. Committee Reports:

- a. **Economic Development**
- b. **Marketing and Promotion**
- c. **Physical Elements**
- d. **Goose Festival**
- e. **City Commission**
- f. **City Administrator**

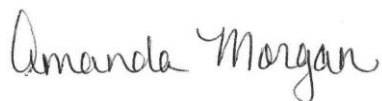
14. Miscellaneous

No miscellaneous items at this time.

15. Adjournment at 8:54 p.m.

- Next Meeting is March 4, 2020

Respectfully Submitted,



Amanda Morgan
City Administrator

Approve by DDA: **DRAFT**