

DOWNTOWN DEVELOPMENT AUTHORITY

City Hall, 125 South Maple Street, Fennville, MI 49408
Tuesday, April 13, 2021
7:00 p.m.

In light of the recent orders to limit social interactions due to COVID-19, the Downtown Development Authority allowed public viewing and participation through a virtual meeting site of by telephone.

MINUTES

1. Call to Order by Co-Chair Cook at 5:30 p.m.

2. Roll Call

Present: Cook, Pantelleria, Rummer, Schrock, Shahrak (5:38pm)
Absent: Ramos

3. Moment of Silence

A moment of silence was observed.

4. Public Comments

None at this time.

5. Approval of DDA Minutes

- a. February 3, 2021 – Click link to view draft minutes

Moved by Schrock, seconded by Rummer to approve the February 3, 2021. Voted Yes: All. Motion carried.

6. Treasurer Report

- a. Treasurer Reports
 - Balance Sheet
 - Revenue & Expenditures Report
 - Revenue & Expenditures w/ Activity
- b. Invoices - none

The treasurer's report was presented by the City Administrator. The DDA was informed of a tax tribunal change that resulted in a loss to revenue.

Moved by Rummer, seconded by Pantelleria to accept the Treasurer's Report as presented. Voted Yes: All. Motion carried.

UNFINISHED BUSINESS

7. The DDA will revisit options for creating a social district.

Board member Schrock spoke of the success of the social district in Kalamazoo and presented some ideas for a social district within the City of Fennville. There was also some talk about having a district and moving Tuesdays in the Park to the downtown area within the district.

Asked the City Administrator to gather information on social districts and work on a draft ordinance for our community. The item will be revisited at the DDA meeting in May.

8. The DDA will determine a process for selecting a realtor to sell the downtown lots.

The DDA talked at length about how to find a real estate agent that would be interested in selling the DDA lots. Schrock is to reach out to Ryan Kilpatrick with Housing Next to ask him to come speak to the board. The City Administrator will also check into listing the parcel on the MEDC website.

9. The DDA will continue discussions on the 2021 Goose Festival including budget approval and Tuesdays in the Park.

Cook presented a very preliminary budget for the 2021 Goose Festival and reviewed the preliminary events. Moved by Schrock seconded by Shahrak to approve \$1500 for marketing for the proposed 2021 Goose Festival.

The DDA discussed this again and expressed concerns with holding the traditional event before July. This item will remain as a discussion item along with the social district for the next meeting.

10. The DDA will continue discussions on recruitment for vacant positions.

A few of the DDA members have reached out to business owners but are not having much luck finding someone interested in the open positions. All the board members will continue to recruit new members.

NEW BUSINESS

11. The DDA will discuss signage at the City Hall building.

The sign company will be contacted and asked to provide a rendering of what the sign would look like on the City Hall building. The board briefly discussed adding the expense being added to the FY2022 budget.

12. The DDA will review plans for a ribbon cutting for new businesses downtown.

Pantelleria stated that he felt that the Chamber would be the best organization to help host a multi-business ribbon cutting for all the new business in town. Pantelleria to work with City Commissioner Almquist to work on an event. The Chamber is suggesting a Spring Preview weekend with the Chamber holding the ribbon cuttings.

The City Administrator will work on organizing a simple ribbon cutting ceremony on June 5th for all the business in the downtown area.

13. Committee Reports:

- a. **Economic Development** – Budget meeting to be held on May 4th at 10:30.
- b. **Marketing and Promotion** – Nothing at this time.
- c. **Physical Elements** – Hutchinson Garden is done and all items from last year are complete. Landscape Design has been asked to fill in some of the streetscape and asked for a quote to reset stone in the rain garden. 220 Building needs painting. City Administrator to ask DPW staff. Rummer asked the status of the City Limits sign project.
- d. **Goose Festival** – Previously discussed.
- e. **City Commission** – Informed the board of a potential donation coming into the community.
- f. **City Administrator** – Grant application has been submitted for phase 1 of the Park Master Plan.

14. Miscellaneous


None at this time.

15. Adjournment

Meeting adjourned at 7:17 p.m.

- Next Meeting is May 5, 2021

Respectfully Submitted,



Amanda Morgan
City Administrator