

# Village of Pentwater - Downtown Development Authority

Regular Meeting Minutes – Wednesday, April 10, 2019

corrected

**Call to Order** – Osborn called the meeting to order at 8:30 AM followed by the Pledge of Allegiance to the flag.

**Attendance Roll Call** - Lambrix, Graettinger, Witt (not present), Loisch, Schumaker and Ressel-Hodan.

**Absent** – Babbin, Lambrix, Witt & Hodges.

**Also present** - Brown, Village Manager; Listerman, Village Clerk/Treasurer.

**Agenda - Motion** to approve agenda by Dunn, second by Graettinger.

Voice vote: All Ayes. Motion passed.

**Approve Minutes of February 13, 2018 Meeting - Motion** to approve minutes as presented by Ressel-Hodan, second by Dunn.

Voice vote: All Ayes. Motion passed.

**Public Comments** – Chris Conroy – 560 S. Hancock addressed the DDA Board regarding funding for the Illuminated Boat Parade.

**Motion** to approve \$200 towards the Illuminated Boat Parade to be held on June 29, 2019, by Buz Graettinger, second by Dunn.

Roll Call Vote: Ayes: Graettinger, Dunn, Ressel-Hodan, Loisch, MacDonald, Schumaker & Osborn. Neys: 0. Absent: Witt, Babbin, Lambrix and Hodges.

## Hometown Decoration and Display Presentation - Wendy Braun

A committee was formed to work with Hometown on 2019 display. The group will meet on Tuesday, April 23, 2019 at 10 A.M.

### COMMITTEE REPORTS

**A. Treasurer's Report** – Graettinger distributed the Treasurer's Report to members to discuss.

**Motion** to approve Treasurer's Report as submitted by Ressel-Hodan, second by Dunn.

Roll Call Vote: Ayes: Graettinger, Dunn, Ressel-Hodan, Loisch, MacDonald, Schumaker & Osborn. Neys: 0. Absent: Witt, Babbin, Lambrix and Hodges. Motion passed.

**4<sup>th</sup> Quarter Budget Amendments** – Village Treasurer Listerman led discussion regarding 4<sup>th</sup> Quarter Budget Amendments as follows:

Account Number	Name	Current Budget	Amended Budget
248-000-740.000	Operating Supplies	\$ 0.00	\$ 75.00
248-000-800.000	Professional/Contractual	\$ 0.00	\$1,000.00
248-000-880.000	Community Promotion	\$ 0.00	\$1,300.00
248-000-880.300	Christmas Decorations	\$6,000.00	\$3,625.00

**Motion** to adopt the 4th Quarter Budget Amendments by Graettinger and second by Ressel-Hodan.

**Village of Pentwater - Downtown Development Authority**  
**Regular Meeting Minutes – Wednesday, April 10, 2019**

corrected

Roll Call Vote: Ayes: Graettinger, Dunn, Ressel-Hodan, Loisch, MacDonald, Schumaker & Osborn. Neys: 0. Absent: Witt, Babbin, Lambrix and Hodges.

**B. Bike Share Grant Request** - Ressel-Hodan gave an update on the Grant submission for an Automated Bike Share Program. Ressel-Hodan played a five-minute video that she produced to submit along with the grant request.

**C. TIFA Requirements and Downtown Development Plan** – Listerman shared since the Pentwater DDA is funding by a millage the requirements for Financial Reporting to Michigan State Treasury regarding the TIFA Capture are not required. The DDA is still required to have two public information meetings a year, information and reporting available for the public on the Village website and submit an annual financial report to the Michigan State Treasury within 180 days after the close of the fiscal year. Schumaker and Ressel-Hodan will work on a draft of the Development Plan to bring back to the board.

**D. WIFI** – Dunn gave an update on the status of the expansion of the WIFI to Lowell Street. Chris Shannon from Sky Webb is working on a proposal for the expansion.

**E. Business to Business Meetings** – Loisch gave an update to the Board on the new group meetings. The Business owners plan to meet the 1<sup>st</sup> Friday of the month from 1P.M. to 2P.M. The meetings are designed to give a venue to connect as business owners and topics presented will related to current needs. Next month Chief Laude will discuss shoplifting.

**F. SOS Party** - Ressel-Hodan has set a planning meeting for May 1, 2019 at 2 P.M. A sign-up sheet to help with the event is being distributed to various boards and service groups. The 2019 SOS Party will be Sunday, June 2, 2019 from 4 P.M. to 7 P.M.

**UNFINISHED BUSINESS**

**A. Hancock Improvements** - No report

**NEW BUSINESS**

**A. None**

**Adjournment** - Meeting adjourned at 10:06 A.M. by Osborn.

Next scheduled DDA Meeting, June 12, 2019, 8:30 A.M. in the Pentwater Community Hall. The meeting will be a “Public Informational” meeting.

Respectfully submitted,

\_\_\_\_\_  
Rande Listerman, MiCPT, CPFA, CPFIM  
Clerk/Treasurer

\_\_\_\_\_  
Date