

Village of Pentwater - Downtown Development Authority
Regular Meeting Minutes – December 11, 2019

Call to Order – Ressel-Hodan called the meeting to order at 10:00 AM followed by the Pledge of Allegiance to the flag.

Attendance Roll Call –Lambrix, Loisch, MacDonald, Witt, Haack, Hodges, Graettinger, Ressel-Hodan and Dunn (10:15).

Absent – Schumaker.

Also, present – Brown, Village Manager, Siok, Village Deputy Clerk/Treasurer and Listerman, Clerk/Treasurer.

Agenda – Approval

Motion to approve agenda by Graettinger, second by MacDonald. Voice vote: All Ayes. Motion passed.

Approve Minutes of October 9, 2019 Meeting

Motion to approve minutes by Haack, second by Graettinger. Voice vote: All Ayes. Motion passed.

Public Comments – None.

Ressel-Hodan commented that Osborn, has been a DDA member for a number of years and since his term expired last month, will not be returning. We thank him for his years of service.

COMMITTEE REPORTS

a. Treasurer’s Report – Treasurer’s Report was distributed by Witt. Discussion ensued regarding DDA accounts being applied to the correct GL numbers and going forward setting up a system of getting copies of invoices using the BS&A report coding format. Ressel-Hodan wants to see the details of the DDA loan from the Village requesting a spreadsheet from the Clerk/Treasurer showing the (\$25,000 or \$5,000 borrowed per year, what was spent and what is the DDA available credit to spend. Listerman explained that the money is Capital Outlay and considered a Due From. She said the DDA is currently in balance according to accrual and the DDA accounting is not done on a cash basis and have not spent the money yet. Listerman said a spreadsheet template will be created before the DDA 2020 Budget.

Motion to approve Treasurer’s Report as submitted by Graettinger, second by Dunn.

Roll call vote: Ayes: 9; Nays: 0; Absent: Schumaker. Motion passed.

b. Wi Fi – Dunn proposed to wait until spring because the Village Office will be relocating. Discussion regarding signals and repeaters ensued resulting in more information is needed from Sky Web.

c. Downtown Development Plan-Committee Formation – Ressel-Hodan said an outline was distributed last month, and are in a holding pattern until after the Vision Team meeting, December 16. Ressel-Hodan said they are still looking for people for the Ad Hoc Committee.

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Regular Meeting Minutes – December 11, 2019

d. Bike Share – Ressel-Hodan introduced a proposal for the Pentwater Automated System Koloni Co. App. with software using locks for eight bikes, eventually being self-sustaining.

Motion to approve up to \$3000 for the Koloni Bike Share App for 8 bikes, as described and lead by Ressel-Hodan in the 2019-20 Budget by Graettinger, second by Dunn.

Roll call vote: Ayes: 9; Nays: 0; Absent: Schumaker. Motion passed.

e. Christmas in the Village – Hodges said Christmas in the Village and activities on the Village Green was well received. Haack said that he heard from groups of people from Grand Rapids and said the Town is looking great and he sees efforts for improving on every level.

f. Billboard – Haack said the billboard contract has ended and has been fairly effective.

g. Soundsystem – Ressel-Hodan discussed temporarily using the donated sound system for Movies on the Green and future purchasing a system that could be expanded with options.

h. New Year’s Eve in the Village – Reminder cards distributed to advertise New Year’s Eve in the Village and fireworks at the Village Marina.

Unfinished Business

None

New Business

a. Budget Amendment – Listerman explained the uniform chart of accounts to Schumaker regarding spending for Christmas in the Village and other related expenditures. Ressel-Hodan said the DDA had included the spending at last month’s meeting found in the minutes on page 2. Listerman will include for Council approval in January at the quarterly budget amendment.

b. Public Art – discussion on hold until next month.

c. Billboard Spring/Summer – Haack will get 2020 calendar of events for further discussion.

Ressel-Hodan reminded members to let Mary know in January if they will not be attending the February 2020 meeting discussing the budget. Witt asked about liability for bike share. Ressel-Hodan replied they under the Village liability as long as they continue maintenance.

Adjournment – Meeting adjourned at 11:00 AM by Vice-Chair, Ressel-Hodan.

Next DDA Meeting, February 12, 2020, at 10:00 AM in the Pentwater Community Hall.

Respectfully submitted,

Barbara Siok, Deputy Clerk/Treasurer

Date