

Village of Fife Lake
Downtown Development Authority
Meeting Minutes
December 20,2022

Meeting called to order at 6:40pm

Roll Call: Present- Tornow, Prebo, Hempsted, Benke, Patrick, Roesemeier and Forwerck.
Absent- Smith and Magee

Approval of Agenda: Several changes to the agenda under new items letter G” will add to that line a Budget Committee. Under old business letter “a” will add a committee under that line and under old business letter “c” bow will be added to that line. Motion made by Patrick to approve the agenda with the additions, seconded by Roesemeier. **Motion carried** with all yeas

Approval of minutes: Changes to the minutes are under land for sale in DDA district Forwerck said that it should be she not herself. Then under Winter Street Lamp banners the first line Forwerck discussed while at the MDA conference there were, not was venders there. Under Public Comment Tom Hempsted name was misspelled as Halsted. Chairperson Rosemeier name has been misspelled throughout the minutes. It should be spelled Roesemeier. Motion made by Prebo to approve the minutes with the corrections. Motion seconded by Patrick. **Motion carried** with all yeas.

Guest: none

Public Comment: none

Treasurers Report: Benke gave a report explaining the expenses and what income came in. She gave handouts and statements to all present. Patrick made a motion to approve the Treasurers report as presented, seconded by Tornow. **Motion carried** with all yeas.

New Business

Current Budget: The current budget was discussed and that the DDA is going to take care of their own books instead of the Village. Motion made by Roesemeier to have the DDA take responsibility for doing their own books. Motion seconded by Tornow. **Motion carried** with all yeas. Forwerck stated credit union needs to have Magee removed from the accounts for the DDA and to add Forwerck to the accounts. Motion made by Forwerck to remove Magee from the DDA accounts and add Forwerck to the account along with Benke. Motion seconded by Patrick. **Motion carried** with all yeas.

Reappointments: Prebo and Roesemeier are up for reappointment in January. This will be up for council vote in January which is the night before the next meeting.

116 E. State Street: This building may have been sold.

New budget: Forwerck would like to appoint a budget committee consisting of Prebo, Benke and Forwerck. Motion made by Patrick to appoint Forwerck, Benke and Prebo to a budget committee. Motion seconded by Roesemeier. **Motion carried** with all yeas. Forwerck put together a budget for 2023. She went over it with everyone. This will go from April 1,2023- March 31,2024. Motion made by Prebo to adopt the budget as presented, seconded by Patrick.

Motion carried with all yeas. Forwerck would like to purpose \$3000.00 for MDA conferences in the budget for 2023. Motion made by Patrick to put \$3000.00 in the budget for conferences,

seconded by Benke. Roll call Prebo-Y, Benke-Y, Hempsted-Y, Tornow-Y, Patrick-Y, Roesemeier-Y, and Forwerck-Y. **Motion carried.**

Old business

Network Northwest: Networks Northwest submitted a proposal to update the DDA plan and update the Tax increment Finance Plan for \$5700.00. Forwerck discussed the proposal in detail. Everyone was given a handout of how this will be done outlining each step. Motion made by Roesemeier to hire Networks Northwest to do the TIF plan for up to \$10,000. Motion seconded by Tornow. Roll Call: Benke-Y, Prebo-Y, Tornow-Y, Patrick-Y, Hempsted-Y, Roesemeier-Y, and Forwerck-Y. **Motion carried** with all yeas. Forwerck will appoint a committee to work with Network Northwest on a as needed bases. The committee will consist of Roesemeier, Forwerck and Benke.

Land for sale in DDA district: the property was possibly sold. Roesemeier said that after discussion with Forwerck it was decided that it was not feasible to purchase it.

Winter Lamp banners: Possibly could be put in TIF plan

Streetlamp quote: The 12-foot streetlamps for twelve lights in the downtown area will be \$35,000.00 not including installation. Something to keep in mind.

Meeting structure: tabled

Christmas Decorations: **There was talk of getting bows for the streetlights. It was encouraged to get more bows that were hanging on the one streetlamp across from the lower bar.**

Tree Trimming: ongoing

Streetlamp bases and plaques: tabled

Bulletin Board: tabled

Entrance Sign: tabled

Retaining Wall- Fife Lake Inn: Tabled

Public Comment: none

Board Comments: Roesemeier said that the Chamber website is now Fife Lake Chamber of Commerce. Org. There was discussion on merging all the government entities together within websites.

Motion made by Benke and seconded by Patrick to adjourn at 8:20pm

Respectfully Submitted
Marcia Eby