

Fife Lake Downtown Development Authority
Meeting Minutes
July 16, 2024

Meeting Called to order at 6:31pm

Pledge of Allegiance

Roll call: Present: Johnson, Forwerck, Blazak, Hempsted, Aldridge, and Patrick

Absent: Tornow (excused), Benke(excused), and Roesemeier

Agenda: Motion made by Patrick to approve the agenda as presented, seconded by Hempsted.

Motion carried with all yeas,

Minutes: Forwerck made a motion to approve the minutes of June 18, 2024 as presented.

Motion seconded by Patrick. **Motion carried.**

Treasurers Report: Benke was not present to give a report.

Communications: none

Public Comment: none

New Business

New Board Member Larry Johnson has joined the DDA after being appointed to the position by the village president with the approval of the village council. He has been sworn in prior to the meeting. He has taken the place of Stephanie Smith who resigned last month. Larry owns the Vintage Print Shop in town.

New Business in town: A possible new business will be located in the old bank building. It is a jewelry store who also does online orders. It is not clear when they are coming.

Old Business

Playground equipment: Jared Blazak owner of Play Environments located in Holland Michigan, presented information about our playground equipment. The equipment they have is Play craft. He suggested adding on to the existing equipment. He said the swings need to be removed along with the stand alone slide as they are outdated. Forwerck would like to get a price on new equipment and a price with the existing equipment with add-ons. Also, have Jared look at the pavilion to see what can be done to fix it up. They also sell benches. Forwerck went over the budget to see how much money there would be for the playground equipment. Jared said he would contact the company to see if parts are still available to fix the existing equipment. He will put together a plan based on our existing equipment with add-ons and a plan on getting all new equipment. The playground committee will be working on this, along with grant possibilities. Hempsted made a motion to move the playground equipment up to #1 on our project list, seconded by Patrick. **Motion carried** with all yeas.

Website update: pictures are needed for the website. Patrick will get in touch Will who is working on the website. The link for the test website was sent to all for review.

DDA Logo: Johnson will work with Blazak and Aldridge on a logo.

Explorer 131 North: no new information.

Bulletin Board: This is near completion. It is expected to be in installed within the next month.

Pavers for Bulletin Board: Can be done at a later date.

Wayfinding Signs: in progress. Some of them have already been removed. Patrick is working on this. Johnson will work with Patrick to contact remaining businesses as to colors and name on signs.

Welcome Sign: Blazak discussed the welcome sign. The sign will be made of cedar. The size will be 6X8 feet. It will be divided by seasons, the seasons will also incorporate Fife Lake's history. Blazak would like a plaque placed on the welcome signs as to who made the sign. The sign will be lighted at night. Blazak would like the assurance that the sign will be maintained yearly.

Trees: Benke is working on this.

Plaques: Being worked on. There are still some benches and streetlamps available.

Facades: Patrick will work on this with businesses. Aldridge, Benke and Hempsted will work on revising façade program/application.

Gazabo: will be looked at later.

Retaining Blocks: Johnson and Patrick to investigate them to see how bad they are.

Public Comment: none

Board Comments: It was noted the DDA does not have a bid policy.

Motion made by Patrick and seconded by Blazak to adjourn at 7:57pm

Respectfully Submitted

Marcia Eby