

Village of Fife Lake Downtown Development Authority -  
**Minutes - April 16, 2024**

**Meeting called to Order** at 6:30pm

**Pledge of Allegiance**

**Roll Call:** Present: Tornow, Forwerck, Hempsted, Benke, Aldridge, Patrick, Blazyk, and Roesemeier. Absent: Smith (Excused)

**Approval of Agenda:** Changes on the agenda under new business letter "f" will be tax funds and under old business letter "f" will be Chamber of Commerce. Patrick made a motion to approve the agenda with the two additions. Motion seconded by Hempsted. **Motion carried** with all yeas.

**Approval of Minutes:** Motion made by Patrick to approve the March 19, 2024, as presented, seconded by Tornow. **Motion carried** with all yeas

**Guest:**

Debbie McCool, chair of the Chamber of Commerce, came to talk about a newsletter that they will send out monthly. Debbie also talked about the different levels of chamber memberships. The lowest level is the friend's membership which does not have voting rights, regular members at a higher level have voting rights, and the newest level sponsorship, which started this year. A chamber sponsorship is not an event sponsorship. This level has voting rights and will also be put on the website and linked and will be highlighted on all events and brochures (banners).

**Blazyk** arrived at 6:33pm

**Public Comment:** none.

**Treasurer's Report:** Benke passed out the statement to all. She discussed the bills. Expenses were \$4660.21. This was money spent for the bulletin board, and the final bill to Networks Northwest for work on the Tif Plan. And \$710.21 to the Copy shop. There is one outstanding bill for Gilroy's for flagging tape and stakes for a future dog park. Motion made by Patrick to pay \$26.05 for the Gilroy's bill. Motion seconded by Hempsted. **Roll Call:** Blazak-Y, Hempsted-Y, Forwerck-Y, Benke-Y, Aldridge-Y, Tornow-Y, Patrick-Y, and Roesemeier-Y **Motion carried**

**Communication:** Rob Carson sent an email thanking the DDA for all the work they have done.

**New Business**

**Approval of TIF Plan:** Roesemeier made a motion to accept Downtown Development Authority Tax Increment Finance Plan update Book to 2024. Motion seconded by Patrick. **Roll Call** Forwerck-Y, Benke-Y, Roesemeier-Y, Tornow-Y, Patrick-Y, Aldridge-Y, Hempsted-Y, and Blazak-Y **Motion carried.**

**Bulletin Board Bill:** Another \$1000.00 dollars are needed to finish the bulletin board. Patrick made a motion to approve \$1000.00 for the bulletin board, seconded by Benke. **Roll Call:** Benke-Y, Aldridge-Y, Patrick-Y, Forwerck-Y, Blazak-Y, Roesemeier-Y, Tornow-Y, and Hempsted-Y. **Motion carried.**

**Election of Officers:** Motion made by Roesemeier to nominate Forwerck as Chair of the DDA, seconded by Patrick. **Motion carried** with Forwerck abstaining.

Motion made by Benke to appoint Patrick as Vice Chair, seconded by Roesemeier. **Motion carried** with all yeas.

Patrick made a motion to appoint Benke as Treasurer, seconded by Blazak. **Motion carried** with all yeas

Motion made by Patrick to appoint Roesemeier as secretary, seconded by Benke. **Motion carried** with all yeas.

**Meeting Dates:** Hempsted made a motion to approve the meeting dates being the third Tuesday of the month at 6:30pm. Motion seconded by Patrick **Motion carried** with all yeas. `

### **Old Business**

**Michigan Downtown Association:** Harbor Springs on May 31<sup>st</sup> The fall event will be in Ann Arbor a 3-day event which will be in November.

**Committee Progress Report:** Committee Progress Report from the subcommittee. Blazak said that the wayfinding signs are ready to go. The entrance signs are still being looked at. A wood signs will need to have maintenance.

Tornow left at 7:46pm

Hempsted gave an update on the park. Some painting has been done there. Diamond Dust is needed for the ballpark. The cost is about \$1400.00. Patrick made a motion to pay for diamond dust for up to \$1400.00 for the ballpark to be paid to the village. seconded by Blazak. **Roll Call:** Benke-Y, Aldridge-Y, Patrick-Y, Roesemeier-Y, Forwerck-Y, and Blazak-Y.and Hempsted-Y.

**Motion carried.**

Roesemeier addressed Pierce Street Park for the dog park. BShe and Benke looked at different sites and marked out a site. When they went back the stakes and tape had been removed.

**Website:** Still looking into a website.

**Attorney:** ongoing

**Explorer 131 North:** Report in packet

Roesemeier left at 8:02pm

**Chamber of Commerce:** Motion made by Benke to deduct \$200.00 from the fireworks fund and apply that money to be a Chamber of Commerce sponsor. Motion seconded by Patrick. **Roll Call:** Balzak-Y, Hempsted-Y, Forwerck-Y, Benke-Y, Aldridge-Y, Patrick-Y. **Motion carried.**

**Public Comment:** none

**Board Comments:** Forwerck is working on streetlamps. She would like to sell the remaining streetlamps for \$300.00 each. Motion made by Benke to sell streetlamps plaques for \$300.00 each.. Motion seconded by Patrick. **Motion carried** with all yeas.

**Benke read a letter to all present saying that the township has overpaid the DDA \$20,361.82.**

The county said that \$617.90 was owed from the summer according to the township through the county records. There was a check included for \$617.90 which Benke said she was holding. Benke got in touch with the county treasurer. She said that Sara Gumm, the county treasurer, is aware of this. Benke said she got a letter from Sara Gumm giving more financial details. The DDA will need to check into this with Benke and Hempsted to investigating.. Forwerck made a motion to have Benke and Hempsted investigate the township account. Motion seconded by Patrick. **Motion carried** with all yeas.

**Motion** made by Patrick and seconded by Forwerck **to adjourn** at 8:33pm

Respectfully Submitted

Marcia Eby