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Downtown Development Authority
Meeting Minutes
September 17, 2024

Meeting called to order at 6:31pm

Pledge of Allegiance:

Roll call: Present: Tornow, Johnson, Patrick, Blazak, Aldridge, Hempsted, and Forwerck
Absent: Benke (excused)

Approval of Agenda: Motion made by Patrick to approve the agenda as presented, seconded by Blazak. **Motion carried** with all yeas

Approval of Minutes: Motion made by Patrick to approve the minutes as presented, seconded by Hempsted. **Motion carried** with all yeas.

Treasurers Report: Forwerck gave the treasurers report; outstanding bills are Barker Creek for \$85.00, Staples-\$166.98, Audit-\$1815.00, Bonding-\$100.00, Post office box \$58.00. The income that came in was money from the lamp/bench fund which was a total of \$1300.00. Motion made by Patrick to pay the bills, seconded by Tornow. **Roll call:** Johnson-Y, Blazak-Y, Hempsted-Y, Forwerck-Y, Aldridge-Y, Tornow-Y, Patrick-Y, **Motion carried.**

Motion made by Blazak to accept the proposal with Nature Pauses with a \$4000.00 deposit. Motion seconded Patrick. **Roll call:** Forwerck-Y, Tornow-Y, Patrick-Y, Aldridge-Y, Hempsted-Y, Johnson-Y, and Blazak-Y. **Motion carried.** This deposit is for the entrance sign.

Barker Creek was going to charge \$175.00 per tree to get planted. Benke's would do it for \$100.00 a tree. Motion made by Patrick to pay Benke's \$100.00 a tree to plant for a total of nine trees for \$900.00. Motion seconded by Hempsted. **Roll call:** Aldridge-Y, Patrick-Y, Forwerck-Y, Blazak-Y, Johnson-Y, Tornow-Y, and Hempsted-Y. **Motion carried.**

Forwerck said the irrigation system for the trees is broken in some areas and will need to be replaced. She did not know how much the charge was going to be. Patrick made a motion to approve up to \$500.00 to replace the irrigation system for the trees. Motion seconded by Hempsted. **Roll Call:** Johnson-Y, Blazak-Y, Hempsted-Y, Forwerck- abstain, Aldridge-Y, Tornow-Y, and Patrick-Y. **Motion carried.**

Communication: Several communications came in. Chamber, Networks Northwest, Explore131North, and leaders connect.

Audit:-The DDA section of the Audit is in the back , asked Will, who handles the website, to post it on the website.

Chamber of Commerce: McCool -Chamber chair, discussed her e-mail about not participating in Explore131Norh in the next year.

Explore131North collaborative initiative: This was included in the packet and read to all.

Networks Northwest: Rob Carson e mail was in packet and read to all. This is in reference to the updated TIF plan.

Fife Lake Leaders Connect: A open house is scheduled for September 30th at 5:30pm RSVP is needed.

Public Comment: Mary Ellen Dilly -8611 E. Sparling Rd., she discussed the DDA' s bulletin board vote at the village last night.

Tammy Budrow 6096 Inman Road SW. She discussed the upcoming ORV Rally. She was asking for a donation or food in town and at the fire station. Tornow made a motion to provide up to \$500.00 for food in town for the ORV Rally. Motion seconded by Hempsted. **Roll call:** Tornow-Y, Johnson-Y, Forwerck-Y, Blazak-Y, Hempsted-Y, Aldridge-Y, and Patrick-Y. **Motion carried.** Debbie McCool- Chamber Chair, she suggested Lonny Gines from Timber Art to Blazak for help with the entrance sign. She also asked about the Scarecrow Festival since she did not see it on the agenda. Patrick spoke about the Scarecrow Festival and read a letter to all present about it. Motion made by Patrick to pay the Chamber of Commerce \$500.00 towards the Scarecrow Festival. Motion seconded by Blazak-Y, Tornow-Y, Aldridge-Y, Patrick-Y, Forwerck-Y, Johnson-Y, and Hempsted-Y. **Motion carried.**

New Business

Annual MDA Conference: The Annual conference is in Ann Arbor on November 7th & 8th of November. If anyone is interested in going let Forwerck know.

Old Business

Website pictures: Forweck said it is in progress. Forwerck is expected to meet with Will next week.

DDA logo: Blazak and Aldridge will need to get in touch with Will about logo designs. Johnson was asked to get involved if he wanted to.

Bulletin board: Approved at council last night. It will be located on State Street where the sidewalk goes through Veterans Park. Everyone was notified of where the placement was going to be. Forwerck said placement should be sometime next week. Forwerck said pavers will be done next year. Forwerck is working with Johnson on placement of the veterans list.

Wayfinding Signs: are being worked on

Welcome signs: was talked about earlier

Trees: Most of the trees have been planted.

Plaques: The plaques are done and are at Trophy Trolley

Benches: Still looking at what bench they want to purchase. The benches that are being looked at are 4 foot wide.

Facades: This will be a winter project

Gazabo/ Pavilion: This is currently on hold since the village is looking into a bigger grant that would involve the Gazabo/ Pavilion.

Playground equipment: Aldridge is working on grants with Deike at the village to get a bigger grant. Forwerck said that the swing set and slide need to be replaced.

Retaining Blocks: Dayne Slote will meet with Forwerck to look at the condition of the retaining Walls. It will be Monday at 4pm.

Explorer 131 membership: This pertains to the Chamber of Commerce \$500.00 that is owed to them since they paid for the membership. This was an issue that came up in May. There was some conversation about what to do if the township does not pay their portion. Motion made by Patrick to pay the Chamber \$500.00, seconded by Blazak. **Roll Call:** Aldridge-Y, Patrick-Y, Forwerck-Y, Blazak-Y, Tornow-Y, Johnson- Abstain (does not understand what is going on) and Hempsted- abstain (concern over remaining balance as village president)

Public Comment: Debbie McCool said that Tammy Budrow had a comment but had to leave earlier. She said that if the DDA is purchasing playground equipment why not consider a logging theme to fit in with other things in the village.

Board Comment: none

Motion made by Patrick and seconded by Hempsted to adjourn at 8:10pm

Respectfully submitted

Marcia Eby

Recording Secretary