FENTON DOWNTOWN DEVELOPMENT AUTHORITY
PROCEEDINGS

Tuesday, December 17, 2019

The meeting was called to order by Chairman Craig Schmidt at 6:00 pm

ROLL CALL:

PRESENT: Andrysiak, Bertschy, Green, Henderson, James, Owocki, Penwell, Ricketts, Schmidt, Steffey, Strayer

ABSENT: Osborn (excused), Parker (excused)

OTHERS: Michael Hart, DDA Director/Assistant City Manager; Lynn Markland, City Manager; Jon Satkowiak, Treasurer Denise Coole, Recording Secretary

Schmidt welcomed the three new members of the DDA Board; Terry Andrysiak, Denise Penwell and Tim Ricketts. They introduced themselves with interesting facts about their work and their families. They are each excited to become a part of the DDA Board.

EXECUTIVE DIRECTOR’S REPORT
Michael Hart reported on the following items;

Hart reported that the east City limit sign has been completed. The “Welcome to Fenton” sign has been refurbished including the LED lighting, positioned with new footings as well as moved. Hart said Bill Carr signs did an excellent job.

Hart gave an update regarding Rejuv Ave Spa. Rejuv has resubmitted a request for a development grant. Hart will review and after Administrative discussion, will present his recommendation to the Board.

Hart wished the Board a Merry Christmas and Happy New Year!

FINANCIAL REPORT
Jon Satkowiak reviewed the financial report from the packet. Satkowiak reported the October interest payment on the Bond has been paid and the next payment will be made in April.
Owocki questioned the total revenue amount for -$708,131.38. Satkowiak reported that the capture of winter taxes will change that negative amount.

CONSENT AGENDA
Craig Schmidt reviewed consent agenda items including bill authorization in the amount of $23,675.26 and the meeting minutes of September 17, 2019.

Strayer asked about the cost of mums for $3,760.00. Markland said the cost was for the Fall season. They also spoke about replacing the 17’ tree that was damaged at Silver Parkway when hit by a car, and the fence repair made on the streetscape.

Owocki asked about the artificial Christmas trees in use in the City and why they are necessary. Markland advised that evergreens cannot be readily grown in the parkway median or in front of the Community Center due to the locations. Markland said artificial trees have a steel frame, LED lighting, are weather resistant and 14-16’ tall. Many communities use artificial trees. It was thought to be easier to put up an artificial tree for the Christmas season, even for maintenance.

Motion by Strayer and Supported by James to approve the consent agenda as presented.
YEAS: Andrysiak, Bertschy, Green, Henderson, James, Owocki, Penwell, Ricketts, Schmidt, Steffey, Strayer
NAYS: None
ABSENT: Osborn, Parker
Motion was carried by Roll Call Vote

PUBLIC COMMENTS – None

111 S. LEROY PLACE, VACANT LAND (PARKING LOT) QUIT CLAIM DEED
Hart read the memorandum making one comment regarding the location of the driveway in the parking lot.
Schmidt added that the parking spaces for the tenants is fourteen spots. The remainder is open to municipal parking.
Strayer reiterated that the DDA owned the footprint where the old building was. Markland agreed, adding the building will be on its own lot with their parking spaces and the rest will be municipal parking.
Strayer asked if the patio was a pass through for the public. Hart agreed it is for public access.
James asked where the ingress/egress in the bottom right of the drawing went to. Schmidt said it goes to the front end of the church parking lot. Hart said the ingress/egress is for the public parking lot but comes off Walnut St. It gives the church an open access to their area.

Motion by Schmidt and Supported by Bertschy to approve the recommendation regarding the Quit Claim Deed as presented.
YEAS: Andrysiak, Bertschy, Green, Henderson, James, Owocki, Penwell, Ricketts, Schmidt, Steffey, Strayer
NAYS: None
ABSENT: Osborn, Parker
Motion was carried by Roll Call Vote

CALL TO THE AUDIENCE – None
BOARD COMMENTS
Henderson spoke about the work of the DDA Board and feels the Board should get recognition when they are making improvements and providing services for the community. Markland added that many residents attend DDA sponsored events such as Art Walk, 4th of July parade, Farmers Market, Concerts in the Park, and the other successful events in the downtown area. The Board agreed the public needs to be aware that the DDA sponsors those activities, whether it is the Chamber of Commerce or Southern Lakes Parks & Recreation that puts the event on.
Hart updated that he has spoken with Southern Lakes Parks & Recreation recently about the DDA receiving recognition for grants and resources they provide. He added that he and Markland are working toward filling an administrative position created to take care of marketing needs for the City. James reiterated that the public needs to see communication regarding the DDA’s involvement.
Schmidt added that for any new project there should be a sign showing that it is a joint venture with the DDA Board. Board members showed their support for this.

James inquired about relocating the tennis courts at the Community Center to Bush Park, to provide more parking at the Community Center. He added that the City of Ludington used to have 24 tennis courts and now they have 48 pickleball courts. Markland said he and Hart are working on this. About forty to fifty parking spaces would be created at the Community Center. Markland said that when the courts are created, they will be striped for both tennis and pickleball. To move the tennis courts, the City will first need permission from the Department of Natural Resources (DNR). Markland said they will be working with the DNR to relocate the courts.

Schmidt thanked the Board, wished everyone a Merry Christmas and Happy New Year!

ADJOURNMENT

The meeting was adjourned at 6:55 p.m.

Craig Schmidt
DDA Chairman

Date Approved: 1/21/2020

Denise Coole
Recording Secretary