Village of Pentwater
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**City Feasibility Study Committee**
**City Form of Government Study by The Citizen Advisory Committee**
**Village Hall**
**65 S Hancock St.**
**August 09, 2023, 2:00PM**
**Meeting Minutes**

**I. Roll Call:**
Chairperson Ressel-Hodan called the meeting to order at 2:00 PM.

Council Members Present: Dave Bluhm Kathy O'Connor.
Ad Hoc Members Present: Kyle Jansen; Amy LaBarge Mary Marshall and Claudia Ressel-Hodan.
Absent: None.
Also Present: Clerk/Treasurer Listerman, Village Manager Chris Brown and Village President Jeff Hodges. .

**II. APPROVAL OF THE Agenda**
Motion by O'Connor, supported by Marshall to approve the agenda as presented.

**III. Approval of the Minutes**
None.

**IV. Correspondence.**
None.

**IV. Unfinished Business:**
None.

**V. New Business:**
**A. Community Outreach and Education.**
Committee was reconvened by President Hodges to discuss a plan for community outreach and education. Discussion was held and the committee listed (3) compelling reasons why community outreach is needed:

1. Coordinated outreach.
2. Consistent and accurate messaging.
3. A specified point person for the community.

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B. Then the committee listed the Outcomes and Goals.
1. Inform the public.
2. Develop an outreach strategy that the council reviews.
3. Strategy to target Village residents and the broader community.
4. Raise public confidence.

The committee recommends that President Hodges have the Promotions and Planning Committee meet to prepare a Request for Proposal (RFP) for an Outreach and Communication Consultant by the September Council meeting.

The committee recommends to President Hodges that a volunteer interim Outreach and Communication Consultant be appointed for up to 60 days.

**2. Other.**
None.

**VII. Public Comments:**
None.

**VIII. Committee Comments:**
None.

**IX. Adjournment**
There being no further business, the meeting was adjourned at 2:55 PM.

Respectfully submitted,
Rande Listerman, MiCPT, CPFA, CPFIM, MiPMC
Clerk/Treasurer

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