

Village of Pentwater - Downtown Development Authority

Regular Meeting Minutes – February 10, 2021

Via Zoom: Meeting Code: 852 1663 1220

Call to Order via Zoom: Schumaker called the meeting to order at 10:02 AM followed by the Pledge of Allegiance to the Flag.

Attendance Roll Call via Zoom: Dunn, Graettinger, Haack, Henley (10:10), Hodges, MacDonald, Ressel-Hodan, Schumaker.

Absent: Arvai, Prescott and Witt.

Also, present via Zoom: Village Manger Brown, Village Clerk Treasurer Listerman and Village Deputy Clerk/Treasurer, Siok.

Approval of Agenda as presented:

Motion by Ressel-Hodan and second by Dunn to approve the Agenda as presented.

Roll Call Vote: Ressel-Hodan, yes; Dunn, yes; Graettinger, yes; Haack, yes; Hodges, yes; MacDonald, yes; Schumaker, yes. Absent: Arvai, Henley, Prescott and Witt. Motion carried.

Approval of Minutes from December 9, 2020:

Motion by Dunn and second by MacDonald to approve the Minutes as presented.

Roll Call Vote: Dunn, yes; MacDonald, yes; Graettinger, yes; Haack, yes; Hodges, yes; MacDonald, yes; Schumaker, yes. Absent: Arvai, Henley, Prescott and Witt. Motion carried.

Public Comments: Hodges shared a comment from a Pentwater School teacher about restarting the job fair to get kids involved in Pentwater employment.

Comments from the Chair via Zoom: Schumaker commented on being hopeful having DDA meetings at Park Place and a second comment about having budgeted for spending \$2000 for banners that needed to be replaced, but instead Sue Bainton volunteered her time to repair them at no charge. Schumaker suggested with a thank you note include a gift certificate for Bainton from Good Stuffs. Discussion followed.

Motion by Ressel-Hodan; second by Graettinger to approve purchasing a \$50 certificate from the Chamber for Bainton in DDA appreciation for repairing the banners from miscellaneous fund.

Roll Call Vote: Ressel-Hodan, yes; Graettinger, yes; Dunn, yes; Haack, yes; Henley, yes; Hodges, yes; MacDonald, yes; Schumaker, yes. Absent: Arvai, Prescott and Witt. Motion carried.

COMMITTEE REPORTS via Zoom

a. Financial Report: Schumaker reviewed Check Disbursements -12/01/2020 – 01/31/2021 for a total of \$8761.44 that were emailed with the agenda, previous minutes and other financials.

Motion by Graettinger; second by Dunn to approve the check disbursements as submitted.

Roll Call Vote: Graettinger, yes; Dunn, yes; Haack, yes; Henley, yes; Hodges, yes; MacDonald, yes; Ressel-Hodan, yes; Schumaker, yes. Absent: Arvai, Prescott and Witt. Motion carried.

Motion by Ressel-Hodan; second by Graettinger to approve the YTD Financial Report as submitted. **Roll Call Vote:** Ressel-Hodan, yes; Graettinger, yes; Dunn, yes; Haack, yes; Henley, yes; Hodges, yes; MacDonald, yes; Schumaker, yes. Absent: Arvai, Prescott and Witt. Motion carried.

b. Bike Share: Ressel-Hodan said payment will remain the same as \$1100 because of issues.

c. Christmas in the Village Committee: Schumaker said thank you for a very successful Christmas in the Village and had a nice turn out for the wrap up meeting and expressed it was their best Christmas Season ever and more than they could have hoped for.

d. New Year's Eve in the Village: Schumaker said they ended up cancelling and hopefully will be able to move forward this year. Hodges said fireworks are there but have not been paid for.

e. Hancock Improvement: Schumaker stated that the DDA wants to provide for people what they need to enjoy Pentwater and last year purchased picnic tables and would love to be prepared for this summer for at least having 3 picnic tables at Water Tower Park and maybe 2 at the Marina. Village Manager said that he will double check with what we have available and could put them where they're needed. Ressel-Hodan shared pictures of last year's proposed plan presentation for benches plus purchasing additional picnic tables. Discussion about color and style of purchasing 10 benches and 3 picnic tables being in the budget and location followed.

Motion by Graettinger and second by Ressel-Hodan to move forward with Hancock Improvement to purchase of 10 benches and 3 picnic tables for a total of \$6,668.40; \$6363.00 from Hancock Improvements and the rest will come from Community Promotions.

Ressel-Hodan says that she did not know the shipping charges. Schumaker restated the motion again adding the remaining plus shipping and use up to \$1000 from Community Promotions with a budget amendment to substitute the rest of this. Claudia said it would be about \$792.00

Motion restated to approve using Hancock Improvement \$6363.00 toward 10 benches and 3 picnic tables with additional \$11000 from Community Promotions to cover coverage

Roll Call Vote: Graettinger, yes; Ressel-Hodan, yes; Dunn, yes; Haack, yes; Henley, yes; Hodges, yes; MacDonald, yes; Schumaker, yes. Absent: Arvai, Prescott and Witt. Motion carried.

f. SOS party; Discussion of location in front of the new Village Hall scheduled date, June 6, 2021 from 5 to 7 PM. Service club will cook and distribute hotdogs. People will be asked to bring anything pre-packaged.

Unfinished Business

a. Soundsystem on the Village Green: Hodges said that he will continue to get information.

New Business

a. 2020-2021 3rd Quarter Budget Amendments: Schumaker said \$2000 needs to be moved from to cover Sky Web bill and also need \$900 from Community Promotions to cover the cost of graduate banners and public art expense because we did not have revenue when it was made.

Motion by Graettinger and second by Dunn to move \$2000 for Sky Web bill and \$900 from Community Promotions to cover graduate banners and public art expense.

Roll Call Vote: Graettinger, yes; Dunn, yes; Haack, yes; Henley, yes; Hodges, yes; MacDonald, yes; Ressel-Hodan, yes; Schumaker, yes. Absent: Arvai, Prescott and Witt. Motion carried.

b. Approve 2021 DDA Meeting Schedule:

Motion by Dunn and second by Haack to approve DDA 2021 Meeting Schedule.

Roll Call Vote: Dunn, yes; MacDonald, yes; Graettinger, yes; Haack, yes; Henley, yes; Hodges, yes; Ressel-Hodan, yes Schumaker, yes. Absent: Arvai, Prescott and Witt. Motion carried.

c. Marketing/Advertising New Committee: Schumaker said that Brian Prescott will chair the new committee to keep up with new businesses and how many employees and data for economic development and the master plan; keeping data base updated.

d. Bonfire for Winterfest-also advertising: Schumaker is requesting \$60 to purchase wood and to cover advertising on Facebook for this weekend at the top of the Village Green from miscellaneous. **Motion by Ressel-Hodan; second by Graettinger** to approve \$60 request to purchase wood and advertising. **Roll Call Vote:** Ressel-Hodan, yes; Graettinger, yes; Dunn, yes; Haack, yes; Henley, yes; Hodges, yes; MacDonald, yes; Schumaker, yes. Absent: Arvai, Prescott and Witt. Motion carried.

e. Old Holiday Decorations: Discussion of old DDA holiday decorations in the basement. Ressel-Hodan suggested a yard sale. Hodges said previously decorations were first given to businesses because they were purchased with DDA money. He said maybe an option is to give them to the businesses or give them the option. Schumaker said we want the downtown to look a certain way and now we're going to have them put up these big bright decorations too. Hodges asked if we were going to regulate what they do and that we should consider what we did before because they do own them. Schumaker said it's something to think about and we'll consider that for the future.

f. DDA Presentation to Service Club: Schumaker said that she was asked to make a presentation to the Service Club and wanted to let everyone know the history and what projects the DDA has done.

Ressel-Hodan added under New Business the Pentwater Win-Win plan that she wanted to share with DDA; it's a concept coming out of the Community and Economic Development Committee. She said shop owners have problems getting help to open in spring and could use volunteers. She said this is in the beginning stages and could benefit the DDA district.

Adjournment – Meeting adjourned at 11:26 AM by Schumaker.

Next Regular DDA Meeting is scheduled April 14, 2021, at 10:00 AM.

Respectfully submitted,

Barbara Siok, Deputy Clerk/Treasurer

Date