

Village of Pentwater - Downtown Development Authority
DDA Regular Meeting Minutes – May 10, 2024, 8:30 a.m.
Held at Park Place – 310 N Rush Street

I. Call to Order and Pledge of Allegiance

Chair Shotwell called the meeting to order at 8:30 a.m. followed by the Pledge of Allegiance.

II. Roll Call

Present: Barnes, Haack, Nagel, Prescott, Saunders, and Shotwell.

Absent: Henley, Hodges, Williams, and Witt.

Staff present: Village Deputy Clerk/Treasurer VanNortwick.

III. Approval of Agenda

Motion by Prescott, supported by Barnes, to approve the agenda with the addition of item D under New Business: Pentwater School bond.

Voice vote: Yes: 6; No: 0. Absent: Henley, Hodges, Williams, and Witt. Motion carried 6-0.

IV. Approval of Minutes from April 10, 2024

Motion by Nagel, supported by Prescott to approve the April 10, 2024, regular meeting minutes as presented.

Voice vote: Yes: 6; No: 0. Absent: Henley, Hodges, Williams, and Witt. Motion carried 6-0.

V. Comments from the Chair: None.

VI. Committee Reports

A. Treasurer Report: Prescott presented the Financial Reports and Check Disbursements.

1. Check Disbursement: Motion by Saunders, supported by Barnes, to approve check disbursements as presented.

Roll Call Vote: Yes: Barnes, Haack, Nagel, Prescott, Saunders, and Shotwell.

No: 0. Absent: Henley, Hodges, Williams, and Witt. Motion carried 6-0.

2. Financial Report: Motion by Nagel, supported by Barnes, to receive the financial reports as presented.

Roll Call Vote: Yes: Barnes, Haack, Nagel, Prescott, Saunders, and Shotwell.

No: 0. Absent: Henley, Hodges, Williams, and Witt. Motion carried 6-0.

B. Christmas In the Village: Barnes will follow up on changing the Christmas decorations.

C. New Year's in the Village: No report.

D. Hancock Improvement: Haack will follow up with Hodges to see if the Village was buying more crosswalk signs for downtown. Barnes reported that she has arranged for flower baskets for the shepherd's hooks at the marina.

E. Village Green Cameras and Wi-Fi: Nothing new to report.

F. The Petal Project: Williams to present the project at the May 13 Village Council meeting.

G. Adopt-A-Block: Haack will set a meeting to map out sectors, assign block captains, and draft the responsibilities and opportunities of the captains.

H. Summer Concert Series: Saunders reported that Andy Henley has volunteered to find musicians. He suggested a \$100 stipend for musicians. Discussion followed regarding

scheduling, finding sponsors and volunteers, and promoting the event. Saunders will have a list of musicians at the next DDA meeting.

- I. Water Tower area: Saunders met with Claudia Ressel-Hodan regarding the water tower area. Ressel-Hodan recommended having bocce ball games and suggested the DDA ask the Building & Grounds Committee and the Service Club for assistance. Discussion followed on what other items people would like to see at the water tower and who would take responsibility for the games that would be there.
- J. Hancock Street Safety Concerns: Prescott will be setting up a meeting soon. He is hoping to have a larger committee with citizens and business owners involved.

VII. Unfinished Business: None.

VIII. New Business

- A. Prioritize new DDA projects so achievable completion dates can be set: Certain projects are on hold pending the Village's approval of related plans that need to be completed first. It was determined that the Petal Project should be a priority. Further discussion will occur at the June meeting once the Village Council has reviewed and approved the plans. Additional funding and finding volunteers can be addressed at that time.
- B. Recommendation to hand off the electronic sign to the Chamber: The Village Council already has plans, the DDA does not need to discuss further.
- C. Summer Concert Series: Motion by Prescott, supported by Nagel, to approve up to \$1,200 to be used towards stipends for participating musicians.

Roll Call Vote: Yes: Barnes, Haack, Nagel, Prescott, Saunders, and Shotwell.
No: 0. Absent: Henley, Hodges, Willams, and Witt. Motion carried 6-0.
- D. Pentwater Schools bond: Discussed what the DDA could do to support and help bring awareness of the bond proposal to be voted on in November. Per state statute, this is not in the scope of the DDA. Any support would have to be given as private citizens.

IX. Public Comments: None.

X. DDA Discussion/Comments

John Nagel: Posters for Movies on the Green were ordered.

XI. Adjournment: Chair Shotwell adjourned the meeting at 9:50 a.m.

Next Regular DDA Meeting: Friday, June 14, 2024 – 8:30 a.m. at Park Place.

Respectfully submitted,

Renee VanNortwick

Renee VanNortwick, Deputy Clerk/Treasurer

05/10/24

Date