

**Village of Pentwater - Downtown Development Authority**  
**Meeting Held at Park Place Meeting Center – 310 N. Rush Street**  
**DDA Meeting Minutes – October 11, 2023**

**Call to Order:** Vice-Chair Ressel-Hodan called the meeting to order at 10:00 AM followed by the Pledge of Allegiance to the Flag.

**Roll Call:** Barnes, Haack (10:06 AM), Henley, Hodges, Nagle, Prescott, Shotwell (10:17 AM), Williams, Ressel-Hodan. **Absent:** Witt.

**Also present:** Village Manager Brown, Village Deputy Clerk/Treasurer/ DDA Recording Secretary Siok and Deputy Clerk/Treasurer VanNortwick.

**Approval of Agenda:**

**Motion** by Barnes, second by Hodges to approve the agenda as submitted.  
Voice vote: Ayes: All; Opposed: 0. Absent: Haack, Shotwell, Witt. Motion carried.

**Approval of Minutes from August 16, 2023:**

**Motion** by Barnes, second by Williams to approve the August 16, 2023 Minutes as presented.  
Voice vote: Ayes: 6; Opposed: 0. Absent: Absent: Haack, Shotwell, Witt. Motion carried.

**Comments from the Chair:** Ressel-Hodan acknowledged the retirement of Deputy Clerk Treasurer and DDA Recording Secretary Siok, and said thank you for her many years of invaluable assistance to the DDA for doing the agendas and taking great minutes and we appreciate it, thank you. She also commented on the reappointments for three DDA Board Members and said that she will be stepping down in December and will be available as a volunteer.

**COMMITTEE REPORTS**

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

**1. Check Disbursement**

**Motion** by Barnes, second by Nagel, to approve Check Disbursements as presented.  
**Roll Call Vote:** Barnes, yes; Nagel, yes; Haack, yes; Henley, yes; Hodges, yes; Prescott, yes, Williams, yes; Ressel-Hodan, yes. Absent: Shotwell, Witt. Motion carried.

**2. Financial Report**

**Motion** by Barnes, second by Nagel, to receive the Financial Reports as presented.  
**Voice Vote:** All Ayes. Absent: Shotwell, Witt. Motion carried.

**B. Christmas In the Village:** Barnes spoke about the new marketing campaign and events scheduled including “Vote for Your Favorite Window” and new signs. Discussion followed regarding new signs and fireworks and storage of fireworks.

**Motion** by Ressel-Hodan, second by Nagel, to approve up to \$600 from Community Promotions for new signage: Shop Downtown and Poker Run, wording approved by Barnes.  
**Roll Call Vote:** Ressel-Hodan, yes; Haack, yes; Barnes, yes; Henley, yes; Hodges, yes; Nagel, yes; Prescott, yes, Shotwell, yes; Williams, yes; Ressel-Hodan, yes. Absent: Witt. Motion carried.

**C. Village Green Cameras:** Shotwell spoke about WIFI. Chris Brown said the Village will purchase two new cameras. Discussion followed.

**D. Bike Share:** Ressel-Hodan said the bikes remaining are not worth fixing. Discussion followed. Village Manager Brown suggested they be relocated to the Village Marina.

### **Unfinished Business**

None.

### **New Business**

**A. DDA Infrastructure Improvement Goals:** Ressel-Hodan suggested a round table discussion to create a list of goals for the DDA regarding Hancock Street:

- Speed of cars on Hancock and not slowing down.
- Top of the Village Green is looking very cluttered and uninviting.
- Creating Bump Outs on Hancock Street and EV Stations.
- Speed of Golf Carts and safety concerns.
- Power for the lights on the trees top of Village Green.
- Electric and irrigation to plug in Christmas lights and maintain the trees and flowers.
- Develop street end parks.
- Flowers will be replaced next year in planters by the Marina.
- Look for grants regarding the end of Third Street.
- Need for pedestrian cross-walk signs.
- Hybrid Flashing signs when you turn the corner before you get into town.
- Develop the park and make it usable at the west end of the Village Green.

Discussion to create a sign-up task force for new tree lights on the Village Green after the trees are trimmed. There is money in Hancock Improvement.

**Motion** by Barnes, second by Hodges, to spend up to \$400 from Hancock Improvement to purchase new solar lights to be installed before Christmas at the top of the Village Green.

**Roll Call Vote:** Barnes, yes; Hodges, yes; Haack, yes; Henley, yes; Nagel, yes; Prescott, yes, Shotwell, yes; Williams, yes; Ressel-Hodan, yes. Absent: Witt. Motion carried.

**B. 2024 Meeting Schedule:** Siok read the Resolution for the DDA 2024 Meeting Schedule.

**Motion** by Barnes, second by Williams, to accept DDA 2024 Meeting Schedule as presented.

**Voice Vote:** All Ayes. Absent: Witt. Motion carried.

**C. DDA Board Member Terms Expiring December 2023:** Haack, Henley and Witt were reappointed at the October Council Meeting with new terms expiring December 2027.

Ressel-Hodan added that her term will be expiring in December.

**Public Comments:** None

**Adjournment** – There being no further business, the DDA meeting for October 11, 2023, was adjourned at 11:45 AM by Ressel-Hodan.

Next Regular DDA Meeting: December 13, 2023; 10:00 AM; Park Place Meeting Center.

Respectfully submitted,

*Barbara Siok*

*10.11.2023*

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Barbara Siok, Deputy Clerk/Treasurer

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Date