

Village of Pentwater - Downtown Development Authority
DDA Meeting minutes – December 13, 2023
Held at Park Place – 310 N Rush Street

I. Call to Order

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

II. Roll Call

Present: Barnes, Hodges, Nagel, Prescott, Shotwell, Williams, Ressel-Hodan.

Absent: Haack, Henley, Witt.

Also present: Village Manager Brown, Village Deputy Clerk/Treasurer VanNortwick.

III. Approval of Agenda

Motion by Shotwell, second by Barnes to approve the agenda as submitted.

Voice vote: Ayes: 7; Opposed: 0. Absent: Haack, Henley, Witt. Motion carried.

IV. Approval of Minutes from October 11, 2023

Motion by Prescott, second by Shotwell to approve the October 11, 2023, minutes as presented. Voice vote: Ayes: 7; Opposed: 0. Absent: Absent: Haack, Henley, Witt. Motion carried.

V. Comments from the Chair

Ressel-Hodan expressed a strong belief that being on the DDA is a privilege. The fact that we, as a group, get to contribute and help determine how the downtown looks is a privilege. She is a firm believer in change and that change creates new ideas and new energy. She wishes the Committee the best of luck in the future. She also hopes that they revisit the long-term goals discussed at the Oct 11, 2023 meeting.

VI. Committee Reports

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

1. Check Disbursement

Motion by Shotwell, second by Hodges, to approve Check Disbursements as presented.

Roll Call Vote: Yes: Shotwell, Hodges, Barnes, Nagel, Prescott, Williams, Ressel-Hodan.

No: 0. Absent: Haack, Henley, Witt. Motion carried.

2. Financial Report

Motion by Shotwell, second by Nagel, to receive the Financial Reports as presented.

Roll Call Vote: Yes: Shotwell, Nagel, Barnes, Hodges, Prescott, Williams, Ressel-Hodan.

No: 0. Absent: Haack, Henley, Witt. Motion carried.

B. Christmas In the Village: Barnes spoke about the last weekend of Christmas in the Village. She has new ideas to help promote the event for next year, including looking into having a billboard again. She would like to have money in the budget for a billboard next year. Discussion followed regarding other possible ways of promoting Pentwater and Christmas in the Village.

- C. New Year's in the Village:** Hodges said the fireworks were all set and that the Pentwater Fire Department has again volunteered to help. There will be firepits and he has volunteers in place to monitor them. Discussion followed.
- D. Hancock Improvement:** Ressel-Hodan discussed planting trees on Hancock between Fourth and Fifth Streets. The best guess estimate she was given was \$3,100 for 6 trees and the labor to plant them. Village Manager Brown said the Village would take care of the cut outs for the trees. Discussion followed regarding items for next year, such as flower baskets and possibly getting more benches.
- E. Village Green Cameras and Wi-Fi:** Shotwell suggested that the DDA purchase the same camera that the Yacht Club has. They are \$1500 each and that includes the software. Discussion followed regarding the cameras and wi-fi.

VII. Unfinished Business
None.

VIII. New Business

- A. Review of New Year's Eve Celebration:** Discussed during Committee Reports.
- B. 2024-2025 Budget:** Discussion was held on ideas for projects they would like to see included in the budget. Please see attachment for first draft.

IX. Public Comments
None.

X. DDA Discussion/Comments

- Jeff Hodges wanted to thank Claudia for her service to the DDA.
- Should the bulletin board at the top of the Green be removed?
- Should we hand off the electronic sign to the Chamber?
- Use QR codes around town to advertise events and shop/restaurant hours?

XI. Adjournment

Ressel-Hodan adjourned the meeting at 10:56 AM.

Next Regular DDA Meeting: February 7, 2024 – 10:00 AM at Park Place.

Respectfully submitted,
Renee VanNortwick

12/13/23

Renee VanNortwick
Deputy Clerk/Treasurer

Date