

Village of Pentwater - Downtown Development Authority
DDA Regular Meeting Minutes – July 10, 2025, 8:00 a.m.
Held at Park Place – 310 N Rush Street

1 Call to Order and Pledge of Allegiance

Chair Ryan Williams called the meeting to order at 8:05 a.m. followed by the Pledge of Allegiance.

2 Roll Call

Present: Barnes, Haack, Henley, Nagel, Prescott, Saunders, Shotwell, Williams

Absent: Marshall

Also present: Village Manager Rachel Witherspoon, DPW Supervisor Jeff Gier, Village Deputy Clerk/Treasurer Michelle Bieri

3. Approval of Agenda

Motion by Prescott, supported by Shotwell, to approve the agenda.

Voice Vote: Yes: 8 No: 0

Motion passed unanimously

4. Approval of Minutes

Motion by Shotwell, supported by Barnes, to approve Regular DDA Board Meeting Minutes

From June 12, 2025

Voice vote: Yes: 8 No: 0

Motion passed unanimously

5. Comments from the Chair: None.

6. Committee Reports

A. Treasurer Report:

Shotwell presented the Treasurer's Financial Reports:

Motion by Nagel, supported by Shotwell to accept the Treasurer's Report

Roll Call Vote: Yes: Barnes, Haack, Henley, Nagel, Prescott, Saunders, Shotwell, Williams

No:

Motion passed unanimously

Motion by Barnes, supported by Nagel to approve the Check Disbursement

Yes: Barnes, Haack, Henley, Nagel, Prescott, Saunders Shotwell, Williams

No:

Motion passed unanimously

B. Hancock Improvement Subcommittee

Motion by Nagel, supported by Barnes to approve purchase of extra 50 planters for the Fower Pot Project up to \$5000.

Haack said Pentwater had a lot of visitors over the 4th of July weekend, saying how great the planters looked. Nagel stated it would be a good idea to get the rest of the planters, while they are still in stock; we may not be able to get the same planters next year. Williams mentioned it would be nice to have some planters at the south end of the block. Gier stated more benches are needed, while Witherspoon recommended a bench with a planter on each end. Concerns also arose regarding watering and how to contact all the businesses. Witherspoon stated she would work on a flyer for all businesses. Planters will be stored in Nagel's barn this winter.

Roll Call Vote Yes: Barnes, Haack, Henley, Nagel, Prescott, Saunders, Shotwell, Williams

No:

Motion passed unanimously

7. Unfinished Business

A. DDA Assistant/Intern

Witherspoon stated she had completed a letter of intent for a grant for a “fellow” for 20 hours a week for one year for the DDA. This position, if granted, would provide administrative assistance, while create a marketing plan and formulate a feasibility study to demonstrate the need for this position. All members of the DDA thought this was a great idea. Witherspoon will continue to pursue this avenue.

8. New Business

A. Village Sign Ordinance

Witherspoon declared that “we made some people mad, and we will be sticking by our ordinance”, in reference to the standing flags on the sidewalk. Barnes affirmed this was a good idea, as she had witnessed people tripping on them.

B. DDA Charter & Map Discrepancies

Witherspoon indicated that it is her understanding that the intent of “complete streets” as an aspiration design would expand the DDA. Barnes stated she has a more current map of the DDA District.

9. Public Comments

Shotwell spoke on behalf of Claudia Ressel-Hodan, that the bike repair station by the marina, could it be put in a more usable space?

10. DDA Discussion/Comments

DPW Supervisor Jeff Gier gave an update of the water projects. He stated the plant was not backwashing, combined with no flushing of the hydrants this spring caused some issues. Flushing of the lines will happen this fall. We should have the new well up and running this fall, early 2026. Gier commented they are “doing the best we can to get the best water we can.” Prescott asked what the “cause” of the issue is. “High iron” Gier answered. He also said he would like to have 30-minute-long, quarterly meetings with businesses. Barnes mentioned the new “corner lines” on the main street, to which Witherspoon mentioned we must follow state regulations.

11. Adjournment

Motion by Shotwell, supported by Nagel to adjourn at 8:47

Voice Vote: Yes: 8

No: 0

Motion passed unanimously

Respectfully submitted,

Michelle Bieri

Deputy Clerk/Treasurer