

# Village of Pentwater - Downtown Development Authority

Regular Meeting Minutes –August 12, 2020

Via Zoom: Meeting Code: 849 5863 3435

**Call to Order via Zoom** – Schumaker called the meeting to order at 10:00 AM followed by the Pledge of Allegiance to the flag.

**Attendance Roll Call via Zoom** –Dunn, Graettinger, Haack, Henley, Ressel-Hodan, Lambrix, MacDonald, Schumaker.

**Absent** – Hodges, Loisch and Witt.

**Also, present via Zoom** – Brown, Village Manager, Siok, Village Deputy Clerk/Treasurer, and Rande Listerman, Village Clerk/Treasurer.

**Approval of the Agenda as amended changing the word “monthly” to “annual” under the section 2 of Unfinished Business.**

**Motion by MacDonald and second by Dunn** to approve the Agenda as amended.

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

**Approval of the June 10, 2020 Minutes via Zoom**

**Motion by Dunn and second by Henley** to approve the Agenda as presented.

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

**Public Comments** – Chris Conroy commented about DDA Minutes not under DDA on website.

**Comments from the Chair via Zoom**

Schumaker said that she appreciated and thanked the board for all of their work.

## COMMITTEE REPORTS via Zoom

**a. Financial Report** – Schumaker said that check disbursements need to be approved.

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

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

**Motion by MacDonald, second by Ressel-Hodan** to approve the Financial Report as submitted. **Roll Call Vote:** MacDonald, yes; Ressel-Hodan, yes; Dunn, yes; Graettinger, yes; Haack, yes; Henley, yes.; Lambrix, yes; Schumaker, yes.

Absent: Loisch, Hodges and Witt. Motion carried.

**Note:** Ressel-Hodan commented on being over budget reminding that they’re spending DDA fund balance and to make note that revenue from Bike Share is almost on track since she changed to weekly rental with an income currently of \$345, hoping for \$500 before the end of the year. Schumaker said they have not spent money on a number of things that were intended, since many events were cancelled.

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**b. Christmas in the Village Committee** – Schumaker said flyers were printed, similar to last years. Next meeting, Wednesday, September 9, to put all promotional items together.

Ressel-Hodan said lights were purchased, funded through a wish list of the Community Foundation. Some trees have experimental lights. 1500 sets for 22 trees should be out by fall.

**c. Pentwater Picnic Tables** – Schumaker said the picnic tables are being used and asked Village DPW about moving a few more tables to the Marina. She said the tables were purchased with the idea of getting rid of them and going forward hopes to create excitement and monies from the tables. The cost was about \$117 per table and not sure what they are worth to auction or sell them. Dunn agreed with the idea of decorating and to auction them.

Haack suggested maybe the State Park could use them if we could legally donate goods, not money. Ressel-Hodan said the DDA can't donate them. MacDonald asked why they couldn't keep some by the Water Tower and not get rid of all of them, paint them and sell some and keep some, storing them in back of the Water Tower area by stacking them.

Schumaker said, after speaking with the Pentwater Arts Council, lining up 15 artists to paint the tables and having them sealed to protect the paint, proposed having a silent auction on the Pentwater Arts Council (PAC) page, announcing the winners at the Octoberfest. Haack said he would like to continue the Pentwater Picnic Table Program next year. Schumaker said the DDA could hold the money to be used for Public Art and check with the Village about storage.

Dunn asked about ownership of the picnic tables purchased by DDA, if owned by the Village. Schumaker said the money belongs to the DDA and proposes all the money go to the DDA and put money into the revenue account for Pentwater Public Art; that's what we have to decide.

**Motion by Graettinger; second by Haack** to approve that the DDA hold the monies from the auction of the Artist painted Pentwater Picnic Tables to be used for the DDA Pentwater Public Arts Project.

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

Schumaker said money needs to be spent on supplies for the event. Haack asked if that money be the only deduction from the net proceeds; any expenses that the DDA occurs be taken off first from that money. Schumaker said she was asked about the cost of the paint, we aren't going to offer money for the paint but if asked for reimbursement, maybe \$25, that would be a different expense, and would be a consideration.

**Motion by Graettinger; second by MacDonald** to approve spending up to \$500 for supplies, including flyers and polyurethanes for any costs or expenses the DDA may incur for the Pentwater Picnic Table Auction event to be taken from the net proceed.

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

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## Unfinished Business

### a. Budget Amendments:

**1. Skyweb WiFi expansion 2020 budget - \$4000, final \$5750.50.** Schumaker said the DDA went over budget and need to move \$1750 from Marketing to Professional Contractual Services. (Chris Dunn had to leave the meeting; he was not present for the vote.)

**Motion by Graettinger; second by MacDonald** to amend the DDA budget to move \$1750 from Market to Professional Contractual Services for the Skyweb payment.

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

**2. Skyweb yearly 2020 budget \$1044, final \$1595.** Schumaker said we're short \$550.

**Motion by Graettinger; second by Henley** to amend the DDA budget to move \$550 from Marketing to Utilities for Skyweb payment.

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

**b. New Ideas - Ressel-Hodan/MacDonald** said that people are attracted to the waterfront and the waterfront is in trouble, so anything that the DDA is able to help out with, he is in favor of. Haack said that he agrees and is meeting tomorrow with Zoning Administrator Keith Edwards and Tony Monton regarding some waterfront studies and maybe they could look at how that applies to the DDA. Ressel-Hodan said that as an extension of the next project, she'll have prices and options for trees or benches to present at the October meeting for discussion.

## New Business

**a. Community Hope Day-** Ressel-Hodan proposed using funds in the budget that was marked for a Start of Sumer Party to purchase dirt or reduce the cost of purchasing gold and orange mums; having people buys mums to be planted around trees on Hancock Street and sponsor a Community Hope Day in September, pulling together non-profits in town and depending on the Executive Order possibly have the HS Jazz Band play in the background.

**Motion by MacDonald and second by Graettinger** using the \$100 funds that was marked for the Start of Summer party to purchase dirt or reduce the cost of mums to be planted this fall around the trees on Hancock Street sponsoring a Community Hope Day.

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

**Adjournment** - Meeting adjourned at 11:09 AM by Schumaker via Zoom.

Next Regular DDA Meeting, scheduled October 14, 2020, at 10:00 AM.

Respectfully submitted,

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Barbara Siok, Deputy Clerk/Treasurer

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Date