

DDA Meeting Minutes

August 13 , 2026

Village Hall 65 S Hancock

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Ryan Williams called the meeting of the Pentwater Village DDA to order at 8:30 AM from Village Hall Conference room .

II. ROLL CALL

Present: Jilly Barnes, Kyle Jansen, Mary Marshall, John Nagle, Katie Saunders, Ryan Williams

Absent: **Kristine Kletke, Brian Prescott, Mark Shotwell**

Also present: Toby Van Ess, Casey Kies

III. APPROVAL OF THE AGENDA

Chair Williams requested an approval of the agenda. *Motion* by Jansen, supported by Marshall to approve the agenda as presented with item IX A. Storage added.

Voice vote: Yes: 6 No: 0. Absent: 3. Motion approved 6-0.

IV. APPROVAL OF AND MINUTES

A. Approval of Minutes from previous meeting

Chair Williams requested approval of the agenda. *Motion* by Marshall supported by Barnes to approve the agenda as presented.

Voice vote: Yes: 6. No: 0. Absent: 3. Motion approved 6-0.

V. COMMENTS FROM THE CHAIR – Williams- NONE

VI. CORRESPONDENCE – None

VII. COMMITTEE REPORTS

A. Treasurer Report – Jansen

1. Approve Check Disbursement

No check disbursement this month.

2. Accept Financial Reports

Jansen noted that the fuel charge associated with Brews and Beats was reversed and subsequently charged to the Chamber of Commerce, as the Chamber hosted the event.

Motion by Marshall supported by Barnes to receive the financial reports as presented.

Roll Call Vote: Jilly Barnes, Kyle Jansen, Mary Marshall, John Nagle, Katie Saunders, Ryan Williams

No: 0 . Absent: **Kristine Kletke, Brian Prescott, Mark Shotwell** . Motion approved 6-0.

B. Christmas in the Village –

Jilly Barnes reported that the planning was going similarly to last year. She did indicate that she is working on/looking for additional sponsorships

C. Hancock Street Plants

Mary Marshall acknowledged Eric Marshall for creating the watering wagon, which has proven to be a valuable resource in keeping the plants adequately watered. The committee noted that deadheading and general plant maintenance continue to be a challenge.

The committee discussed discontinuing the use of mums beginning in 2027. Mums have already been ordered for the current year. Members discussed potentially using the funds saved from eliminating mums to hire assistance with weeding and plant maintenance. Possible options included hiring a high school student or utilizing a community service worker.

The committee also discussed refraining from planting additional trees until an irrigation system or more reliable watering method is available. This led to a broader discussion regarding the possibility of seeking grant funding for a Hancock Street streetscape project, which would also need to address water line replacement. Concerns were raised regarding the scope of the project and the length of time required for completion.

Mary Marshall requested that Fleis & VandenBrink attend a future meeting to provide additional information regarding the potential project, including its scope and requirements. Toby will coordinate their attendance for the next meeting.

D. Music on the Marina

Saunders proposed forming a small committee to assist with increasing attendance and community engagement for the Music on the Marina events. She noted that attracting attendees has been more challenging since the departure of the Hanleys and that attendance at this year's events has been lower than anticipated.

VIII. UNFINISHED BUSINESS- NONE

IX. NEW BUSINESS

A. DDA Storage

Discussion was held regarding storage options for DDA property, including flowerpots and the trailer currently being stored in John Nagle's garage. Options considered included renting a storage unit or purchasing a storage shed to be placed on DPW property. The group agreed that purchasing a shed would be the preferred option.

X. PUBLIC COMMENTS: NONE

XI. DDA DISCUSSION/COMMENTS:

In Brian Prescott's absence, John Nagle reported that Prescott no longer wishes to oversee Movies on the Green next year. The Board will need to begin considering a replacement to coordinate the event.

XII. ADJOURNMENT

Motion by Williams supported by Nagle to approve Adjournment at 9:42am

No:0 . Absent: **Kristine Kletke, Brian Prescott, Mark Shotwell** . Motion approved 6-0.

Respectfully submitted

A handwritten signature in cursive script that reads "Casey Kies".

Casey Kies, Administrative Assistant