



## Paw Paw Downtown Development Authority

### MEETING MINUTES

**July 15, 2024 • 5:30 p.m.**

Carnegie Center @ 129 S. Kalamazoo St. Paw Paw

**Call to order** - Meeting of the Paw Paw Downtown Development Authority Board of Directors was called to order at 5:30 pm by Board Chair Mary Lou Hartwell.

**In attendance** – Mary Lou Hartwell, Roman Plazczak, Kim Otten, Sarah Cox, Terrie Simpkins, Jason Diebler, Janet Wartman, Chris Moraitis,  
Bryan Myrkle - Village Manager and Mary Springer - DDA Coordinator

**Absent:** Jim Whelan

**No Guest**

**No Grant Request**

**A Motion** was made by Jan Wartman and **Supported** by Sarah Cox to approve the minutes of the June 17, 2024, meetingmin. with corrections. **Motion carried**

#### **Committee and Staff Reports:**

##### **Manager's Report:**

Brian connected the Village Attorney with Karen McKay so that they could be in communication in case there were questions. Best way service cost increased 10%. The planning committee will be reviewing rules and ordinances regarding Warner Vineyard Venue on Thursday, July 18 and Thursday August 1<sup>st</sup>. Public involvement encouraged. Parking and Noise are two issues that will be discussed. The wall with the logo block in the parking lot next to the post office was destroyed and has to be rebuilt. Brian is working on finding reliable contractors. The issues with the Tastee Freeze deed has been resolved so that demolition can be done.

**Staff Report:** See Attached.

**A Motion** was made by Jason Deibler and **Supported** by Sarah Cox to approve the wording in the contract between the CVB and DDA concerning the employment of Janice Chittle as marketing manager. **Motion carried**

**A Motion** was made by Terrie Simpkins and **Supported** by Kim Otten to approve signing of the contract with Naylor's for installation of the Christmas Décor and release of the deposit check before July 20, 2024 to receive the 20% discount. **Motion carried** The board will revisit whether or not we will have them do the roof top lighting downtown at the Aug. board meeting. Mary will get name of the company that gave her an estimate to put lighting up on her home.

**New Business** – Barb Alden called on behalf of the VFW asking if we would allow them to purchase Hometown Hero Banners to hang in the downtown. The VFW would purchase the banners and pay to have them installed. She asked for a cost for DPS to install the banners and Tim stated that the cost would run around \$1000. The VFW wants to know if they have permission to move forward with this project next spring. The banners would be up by Memorial Day and down at Veterans day (Negotiable)

**Ongoing Business-**

**Member Comments:** Jan asked about what they were doing on Hazen St. Discussion about lead service lines.

**Adjournment** – The meeting adjourned at 6:27 pm.