



## Paw Paw Downtown Development Authority

### MEETING MINUTES

**February 18, 2019 • 5:30 p.m.**

DDA Office at the 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 5:34 by Board Chairperson Mary Lou Hartwell.

**In attendance** – Cindy Mount, Roman Plaszczak, Harold Schuitmaker, Barbara Carpenter, Sidney Shank, Mary Lou Hartwell, Ellyn Jones, Steve Racette, Maria Diaz, Sarah Moyle-Cale (Village Manager), Mary Holland-Springer (DDA Coordinator), Mary Beth Sons (Chamber Representative)

**Absent** – Suzy Glomski, Susan Metzger, Kimberly Otten, Joe Romph

#### **No Guests**

**A MOTION** was made by Harold and **SUPPORTED** by Barbara to approve the minutes of the January, 2019 Board meeting as presented. **MOTION CARRIED.**

### **GRANT and LOAN APPROVALS**

Amy and Casey Sons – Strand Theater 115 E. Michigan Ave submitted a letter and documentation to request **re-submission** of their grant approved in February 2018 as the scope of the original project had changed so that grant paperwork and documentation reflected such. The committee determined that a new grant form should also be filled out to avoid confusion before a recommendation for approval could be made.

The Grant review committee reviewed the grant request A grant request from Patrick Warner for \$2,250 for exterior doors was that had been tabled pending clarification documentation.

**A MOTION** was made by Steve Racette and **SUPPORTED** by Barbara Carpenter to approve a grant of \$2,250.00 to Patrick Warner for replacement and installation of custom sized exterior door at Warner Vineyard @ 706 S. Kalamazoo St. **MOTION CARRIED.**

**A MOTION** was made by Steve Racette and **SUPPORTED** by Cindy Mount to approve a grant of \$3,925.00 to Ginger Smietana @ -111 S. Kalamazoo St. for roof replacement in conjunction with work being done to the roof at 210 E. Michigan Ave. (Adjoined roof) **MOTION CARRIED.**

### **Ongoing Business**

Roman presented an increase in cost of the Wine and Harvest Fireworks of \$750 this year due to increases in the product cost from China. It was discussed and acknowledged that there have been no costs increase in many years. To add to this Sarah presented a request for an increase in festival support of \$6,000 to cover admin costs.

**A MOTION** was made by Barbara Carpenter and **SUPPORTED** by Harold Schuitmaker to approve an increase of the Wine and Harvest budget line of \$ 6750. **MOTION CARRIED.**

### **Committee and Staff Reports**

**Village Manager's Report** – Sarah reported that Thursday streets will be closed down at different points, at different times as the house being moved through town from Mattawan to Hazen St progresses through the downtown.

Abonmarche will be presenting streetscape improvement project at the Village Council meeting on March 11<sup>th</sup> at 6:30 which will be open to the public. There will be a second opportunity for public review and comment at Green Glass Coffee company on Thursday, March 14 from 8:30 – 10:00 am.

**Chamber Report** – Mary Beth Sons reminded the board of the Chamber Dinner taking place on Saturday, March 2nd at the Lions Club. “Spoonful’s and Spirits” featuring “A Taste of Paw Paw” with local eateries serving. Mardi Gras theme. Tickets \$25. The Chamber is also planning to expand the Paw Paw Days event and has a new board of directors.

**Coordinator’s Report** – Mary gave the staff report.

## New Business

**Member Comments** – Paw Paw brewing will be moving into their new facility within the next two weeks.

**Adjournment** – 6:30 pm

---

**ACTION ITEM:** Mary Springer will schedule a Marketing Committee Meeting – and a Ch 12 committee meeting