



## Paw Paw Downtown Development Authority

### MEETING MINUTES

**January 20, 2020 • 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 5:30 pm by Board Chair Mary Lou Hartwell.

**In attendance** – Mary Lou Hartwell, Barbara Carpenter, Roman Plazczak, Maria Diaz, Kim Otten, Steve Racette, Joe Romph, Susan Metzger, Sid Shank, Holly Hamilton, Jon Kelsey (Chamber liaison), Sarah Moyer-Cale-Village Manager, Mary Springer

**Absent** – Ellyn Jones, Harold Schuitmaker, Randy Barker

**Presentation of Guests** – Pam Preston presented on Shoreline Magazine marketing opportunity. Jon Kelsey introduced by Barbara Carpenter as the new liaison to the DDA for the Chamber.

**A MOTION** was made by Barb Carpenter and **SUPPORTED** by Kim Otten to approve the minutes of the December 18, 2019, 2019 Board meeting as presented. **MOTION CARRIED.**

There were no grant requests this month.

Mary Lou presented the new language for the Strip Mall issue.

**A MOTION** was made by Sid Shank and **SUPPORTED** by Susan Metzger to approve the new language “Strip Mall, described by the Village of Paw Paw Zoning ordinance as, Shopping center means a retail commercial establishment or a group of retail establishments which is planned, developed, owned and managed as a unit, with off-street parking provided on the property, will be considered as one parcel for the purpose of grants and loans from the Downtown Development Authority.” **MOTION CARRIED.**

**Ongoing Business** – John Small gave cost estimates from two roofing companies for repair of the roof and dental molding on the Carnegie building.

Quote #1 Lyster (metal) - \$5375 with a 25-30-year warranty

Quote #2 Advantage - \$3292 with a 15-year warranty

A board member voiced concern about Advantage standing behind their work based on his personal experience.

It was agreed that Lyster should do the work. John said it would be a spring construction project.

**New Business** – Moyer-Cale reported that there are plans underway to relocate the dumpster enclosure behind Ruby's and the Tap House to behind Bloomingdale Communications. The quote was just under \$10,000 which included replacing one of the two dumpsters with recycling. Also working on a quote to seal coat the parking lots. Cost share with the owners of Ruby's. There was discussion about the making the parking islands more attractive and getting parking and entrance signs up before work on the downtown road project commences.

**Committee & Staff Reports** – Sarah reported that MDOT is planning the replacement of the bridge over I-94 in 5 years. Discussion about getting some lighting for the on ramp, safe walking across the bridge and sidewalks.

Sarah shared proposed projects for the new fiscal year include:

- Signs directing visitors to Historic Downtown at Fadel and M-40.
- POD signage by Paw Paw Brewing and Harloff – such as a ground monument, a multi-tenant style sign or an electronic
- Interchangeable sign was suggested. Discussion on signs and lighting for the sign.
- Working with the County to improve the County Park

Mary talked to Steve at Mallory and took him to look at damaged roof of the Christmas storage building. The damage is not workmanship related but caused by high wind damage. The estimated cost for the repair is \$1250.00.

**A MOTION** was made by Barb Carpenter and **SUPPORTED** by Joe Romph to approve the repairs to the Christmas Barn by Mallory Pole Buildings at the cost of \$1250.00. **MOTION CARRIED.**

Mary reported that Stanley Steamer will be cleaning the Carnegie carpets, Karee Krause from the Veterans Services would like to put some content on Channel 12. Mary has been working with BCI to try to get content back up. Chris Paynich has given a quote of \$5,500 for the downtown flowers. Types of flowers have not been decided at this time.

Chamber of Commerce is planning for the annual dinner Spoonful's and Spirits. The theme this year is "Roar into 2020". Tickets are \$30. Table sponsorship is \$300.

Discussion on the pending MEDC façade grant money (\$200,000.00) Roman indicated that the Detroit news named the towns waiting to hear about the grant money are Alpena, Manistee and Paw Paw

**Adjournment** – The meeting adjourned at 6:55pm.

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