



## Paw Paw Downtown Development Authority

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### MEETING MINUTES

March 15, 2021 • 5:30 p.m.

**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 Plaszczak, Steve Racette, Ellyn Jones, Harold Schuitmaker, Susan Metzger, Maria Diaz, Terrie, Janet Wartman, Barbara Carpenter, Sarah Moyer-Cale-Village Manager, Mary Springer – DDA Coordinator

**Absent** – Sid Shank, Joe Romph, Kim Otten

**No Guest-**

**MOTION** was made by Harold Schuitmaker to approve the February, 2021 meeting minutes **SUPPORTED** by Susan Metzger. **MOTION CARRIED.**

### **Grants**

**MOTION** was made by Harold Schuitmaker to approve a grant for \$5000.00 to Jim Whelan - Whelan Agency-315 S. Kalamazoo St – siding and window replacement **SUPPORTED** by Susan Metzger. **MOTION CARRIED.**

**MOTION** was made by Harold Schuitmaker to approve a grant for \$1973.00 to Ginger Smietana – Property at 202 E. Michigan Ave / 111 S. Kalamazoo... A door at 111 S. Kalamazoo St. and a roof at 202 E. Michigan Ave. **SUPPORTED** by Roman Plaszczak. **MOTION CARRIED.**

### **Committee & Staff Reports – –**

Sarah reported that she had given a presentation on the Streetscape project to the Rotary Club and is scheduled to give another for the Kiwanis Club next month. She offered to present to any organizations interested in the learning more about the project.

Sarah also reported that 210 E. Michigan will be complete by the end of the month. 3 apt. have been rented out and there is a business interested in one of the two lower-level retail spots.

Sarah was contacted by the schools to consider a public art project involving the Red Wolf mascot. They are considering red wolf sculptures at approximately \$900 each but have no funding for the project at this time. Sarah is unsure exactly what they are asking for as far as DDA participation. She will reach back to them for more information.

Sarah also reported that the quotes that came back on the wayfinding sign project were a lot higher than expected. She is removing the kiosks from the bid to cut the cost significantly (\$20,000.00) and putting it out to bid with other companies. Because of the cost of materials at this time, delaying the project may be in our best interest.

Mary reported that the road construction mitigation committee met and came up with several ideas for promoting downtown businesses during the construction period. She is working with Kerry Tapper on the give-away bags and punch cards, securing sponsorship for the give away bags, getting feedback from other towns who have gone through street scape projects, and working with Sarah on Streetscape, Wayfinding signs and promotion projects.

Façade committee met and is recommending that the board agree to remove the loan option from the grant process as we seldom receive loan requests and there are many lending opportunities through the banks, credit unions and business organizations.

**MOTION** was made by Harold Schuitmaker to amend the Façade Grant not to include a loan option and was **SUPPORTED** by Roman Placzak. **MOTION CARRIED.**

**Old Business:**

**New Business:**

Member Comments: Terrie Simpkins commented on concerns about signage during the construction period. Sarah shared the Alley Cat Graphic and Roman introduced Janet Wartman as our newest board member.

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

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