



## Paw Paw Downtown Development Authority

### MEETING MINUTES

**November 15, 2021 • 5:30 p.m.**

Paw Paw Township Hall

**Call to order** - Meeting of the Paw Paw Downtown Development Authority Board of Directors was called to order at 5:31 pm by Board Chair Mary Lou Hartwell.

**In attendance** – Mary Lou Hartwell, Barbara Carpenter, Roman Plazczak, Kim Otten, Ellyn Jones, Terrie Simpkins, Janet Wartman

**Absent** – Barbara Carpenter, Harold Schuitmaker

**Presentation of Guests** – Marilyn Clear presented the board with a plaque from the Wine and Harvest Festival and reported a successful festival for 2021. She mentioned that the cost of fireworks are expected to increase for the 2022 festival season and she asked the board for continued support of the festival.

**Approval of Min. – A MOTION** was made by Ellyn Jones and **SUPPORTED** by Kim Otten to approve the minutes of the October 18, 2021 minutes (submitted by Terrie Simpkins) with corrections. **MOTION CARRIED.**

### **Grant & Loan Approvals –**

**Motion** was made by Janet Wartman to approve grant request by Patrick Warner – Warner Vineyards – 706 S. Kalamazoo St. requesting \$5000.00 on a \$41,781.89 project. masonry repair and tuck pointing, roof repairs, exterior door replacement, painting and repairs to amphitheater and gutter system. **Supported by** Kim Otten. **Motion Carried**

**Motion** was made by Kim Otten to approve request by Ryan Whiting – State Farm Insurance Co. – Requesting \$5,000 on a \$15,000 project. Tear off and replace roof membrane **Supported by** Janet Wartman **Motion Carried.**

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

Roman reported that the roads are now open, concrete work is in progress and prep for the light poles is being done this week.

The new Village Manager Will Joseph will begin on Dec. 6 on a two year contract. Ed Hellwedge will stay on through this fiscal year to help Will out with the budget and help him adjust the first couple months.

**Ongoing Business-** The Grant Committee will meet next Monday to discuss some type of startup assistance grant.

### **New Business** – Discussions of budget items for the 2022 budget.

Items discussed were: Wayfinding signage, Banners, Christmas decorations, new flower pots, fountain in the south basin of Maple Lake, ramp for access to the amphitheater stage for band equipment, possible event marketing, startup assistant grant.

**Motion** was made by Terrie Simpkins to skip the December board meeting and was **Supported by** Roman. **Motion Carried**

**Comments:** Terrie Simpkins brought up discussion of small business Saturday.

**Adjournment** – The meeting adjourned at 6:18 pm.