



## Paw Paw Downtown Development Authority

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### MEETING MINUTES

**January 16, 2023 • 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 5:31 pm by Board Chair Mary Lou Hartwell.

**In attendance** – Mary Lou Hartwell, Kim Otten, Roman Plaszczak, Janet Wartman, Harold Schuitmaker, Sarah Cox, Jim Whelan, Jason Deibler, Terrie Simpkins, Will Joseph – Village Manager, Mary Springer – DDA Coordinator

**Absent** – Ellyn Jones,

#### **Guest:**

Regular guest and Village Council member Nick Martinez was present.

Kip Kerby was present acting as liaison for the South Haven Convention and Visitors bureau concerning the agreement with the DDA for the wayfinding sign project. He read the agreement to the board.

**A MOTION** was made by Harold Schuitmaker and **SUPPORTED** by Sarah Cox to sign the agreement once it is formally presented. **MOTION CARRIED.**

**It was later requested that the agreement be sent to Roman and Harold to review before signing.**

Marilyn Clear reported on the 2022 Wine and Harvest Festival and thanked the board for their sponsorship and support of the festival.

Zach Morris reported on Market Van Buren requesting continued support from the DDA (rates are based on the Villages Taxable Value)

**A MOTION** was made by Janet Wartman and **SUPPORTED** by Jim Whelan to approve the support of \$2394.80 to Market Van Buren. (Current taxable value) for a 3year period to be reviewed at the end of the 3 year period. **MOTION CARRIED.**

#### **Approval of prior Minutes:**

**A MOTION** was made by Roman and **SUPPORTED** by Jim Whelan to approve the minutes of the November 21, 2022 board meeting. **MOTION CARRIED.**

**There was no December 2022 Board of Directors Meeting**

### **Grant Applications:**

A **MOTION** was made by Janet Wartman and **SUPPORTED** by Harold Schuitmaker to approve a grant of \$5000 on a roof replacement project totaling \$25,850 to Patrick Brennan for the former St. Marks Church, 609 E. Michigan Ave. **MOTION CARRIED.**

A grant for Dorothy Mottl Realty at 141 E. Michigan Ave was denied as an un-timely submission.

### **No New Business:**

### **Ongoing Business:**

Wayfinding signs were addressed earlier.

### **Committee & Staff Reports – –**

Village Manager, William Joseph reported that budget meetings were being conducted and discussed where the DDA budget is at so far.

The site plans have been approved for the development project on Hazen St.

The Village is making plans to improve infrastructure & electric improvements in the Village. Tesla is interested in putting charging stations for electric vehicles by Family Fare.

The Village Council approved a clean energy program and are conducting energy audits.

The lead service line project is 95% completed.

Mary Springer gave the staff report. (See attached)

Janet Wartman asked about solar panels software and policy.

Sarah Cox brought up the lack of parking downtown, especially in the south east blocks, with the addition of 2<sup>nd</sup> floor apartments. She mentioned that many downtown business owners feel the county park would be better served for parking. There was discussion about parking, ownership of the park and trolley service from other parking areas downtown.

Sarah Cox requested \$500 for Marketing of the 1<sup>st</sup> annual Chili Walk scheduled for February 25, 2023.

A **MOTION** was made by Terrie Simpkins and **SUPPORTED** by Janet Wartman to approve \$500 to Sarah Cox, Creative Catering for the Chili walk marketing. **MOTION CARRIED.**

**Adjournment** – The meeting adjourned at 7:15pm.

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