

**VILLAGE OF MATTAWAN
DDA MEETING**

JUNE 18, 2024

MINUTES

1. CALL TO ORDER @ 8:05 AM
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE *Brininger, Brooks, Cavanaugh, Coy, Huyck, Laughlin, Maxwell, Moyle*
ABSENT: *Cole, Roberts*
OTHERS PRESENT: *Chief Mansfield, Administrative Assistant Storm-Artis*
4. WELCOME TO PUBLIC
IN ATTENDANCE: *Elizabeth Vaughn, Kelly Vander Kley*
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA *None*
7. APPROVAL OF THE AGENDA
8. APPROVAL OF THE MINUTES OF MAY 21, 2024
Motion by Brooks, supported by Huyck to approve the minutes of May 21, 2024. All members voted in favor. Motion carried.
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS *None*
10. OLD BUSINESS
 - A. SCULPTURE FOR FRONT STREET PEDESTAL - *Kelly Vander Kley*
Discussion took place regarding the status of the contract. Administrative Assistant Storm-Artis explained that it had been sent to the village attorney for review and that there were some things that were of a concern to the attorney, but did not know specifics as those conversations were taking place between Manager McLean and the attorney. It was asked who could contact the attorney directly other than Manager McLean to discuss the status of the contract. Administrative Assistant explained the village manager and the president of council are authorized to reach out to the village attorney directly. Kelly Vander Kley then spoke about wanting style directions and had some basic concepts but was waiting for the contract to be signed. She further explained she had an idea to get community involvement by asking village residents for one word that describes Mattawan and incorporating that into the piece. Motion by Brooks, supported by Coy to request the village attorney provide an amended contract with Kelly Vander Kley for the park sculpture by the next DDA meeting on July 16, 2024. All members voted in favor. Motion carried.

B. DDA LANDSCAPING MONTHLY COST

*Chair Brooks wanted clarification regarding the department heads spending limits, as at the last DDA meeting Tom stated the \$400 monthly cost for landscaping was within his spending limit and therefore needed no approval. Chief Mansfield explained how the spending limits work in relation to an individual expense. Further questions involved the bidding process, expenditures requiring council approval, and spending limit amounts for department heads. He also explained Village and Police millage rates in relation to the budget. Discussion continued and developed into conversation regarding the amount of funds the DDA has allocated to projects and liquid cash funds available for investment to increase the percent of interest that could be gained by putting these funds into a CD instead of a regular account. **Motion by Reed, supported by Brooks to request the DDA funds be invested in a CD with a higher interest rate than what the current DDA account receives. All members voted in favor. Motion carried.***

11. NEW BUSINESS

A. CHIEF MANSFIELD PRESENTATION TO DDA – *Chief Mansfield explained there has been a recent focus on ordinance enforcement within the village from Village Council. He then presented some of the ordinances that may affect events and operations within the Village limits.*

12. COMMUNICATIONS *None*

13. COMMENTS FROM VISITORS

Elizabeth Vaughn thanked Chair Brooks and Chief Mansfield for their work on making the Memorial Day Parade a successful and safe event. She also stated that Chair Brooks would be taking over the coordination of the Christmas Parade and she would be focusing on the park events.

14. COMMENTS FROM MEMBERS

Member Cavanaugh asked how to go about addressing the issues brought forward regarding Manager McLean and Attorney Graham. It was stated the way to address any issue regarding village operations is to attend the Village Council meetings and there are two opportunities for the public to speak. Also, the motions put forward would be agenda items during the next council meeting, and the minutes from the DDA meeting are included in the Council Packets sent to all council members prior to the meeting. She thanked Chief Mansfield and Administrative Assistant Storm-Artis for being at the DDA meeting and providing clarifying information on the topics discussed.

15. ADJOURN @ 9:37 AM