

**VILLAGE OF MATTAWAN
DDA MEETING**

SEPTEMBER 17, 2024

MINUTES

1. CALL TO ORDER @ 8:34 AM
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE *Brininger, Brooks, Cavanaugh, Cole, Coy, Laughlin, Maxwell, Moyle, Penning*
ABSENT: *Reed, Roberts*
OTHERS PRESENT: *Chief Mansfield, Officer Ryan, Administrative Assistant Storm-Artis*
PUBLIC PRESENT: *Elizabeth Vaughn, Molly Chipouras, Kelly Vander Kley*
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA *None*
7. APPROVAL OF THE AGENDA
Motion by Cole, supported by Brooks to approve the agenda. All members voted in favor. Motion carried.
8. APPROVAL OF THE MINUTES OF JULY 23, 2024
Motion by Brininger, supported by Brooks to approve the minutes of July 23, 2024. All members voted in favor. Motion carried.
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS
10. OLD BUSINESS
 - A. PARK SCULPTURE CONCEPT REVIEW – *Kelly Vander Kley presented options for the sculpture. Discussion included the height of the sculpture, cost of the different options, and possible changes to the design. Questions regarding the materials being used, maintenance of the sculpture, and incorporation of further sculptures located in different areas in the DDA district with the same design features. Kelly Vander Kley stated that installation should be able to be completed by end of summer 2025. It was suggested that a ribbon cutting type celebration be possibly incorporated into homecoming 2025.*
Motion by Brininger, supported by Brooks to approve the Mattawan Rocks design and send to Village Council for final installation approval. Roll call vote taken. All members voted in favor. Motion carried.

- B. CHRISTMAS PARK DECORATIONS AND PARADE – *Member Maxwell*
Administrative Assistant Storm-Artis provided an update on the status of the contract with Decorate With Lights, the deposit was sent and she would be coordinating the dates for installation with Superintendent Anthony and Erik or Chuck from Decorate With Lights. Member Maxwell discussed the parade and ways to have the parade pass by the park frontage on Front Ave. Chief Mansfield explained that the only way to accomplish this is to close Main St. which presents a safety risk as the hill heading north does not have adequate visibility and can be treacherous during inclement weather. Other options discussed could be closing the area of Front Ave. and having vehicles park/unload for the park events, having all the walkers be at the front of the parade and vehicles at the end, and alternate parade routes. Chief Mansfield was asked to develop the parade route that would work for traffic control and pedestrian safety.

Issue was tabled until next monthly meeting on October 15, 2024.

- C. PARK RESTROOM – Member Maxwell stated she had explored alternative portable restroom options. She stated she would send Administrative Assistant Storm-Artis information to be presented at next meeting on October 15, 2024.
- D. PARK EQUIPMENT CLEANING – *Chair Brooks* informed the DDA that council had approved Pominville’s Outdoor Maintenance to clean the park equipment.

11. NEW BUSINESS

- A. MURAL SPONSORSHIP *Molly Chipouras* presented information regarding the Mural being painted on the side of Village Workspace and was asking if the DDA wanted to help sponsor the Mural. There were questions regarding if the DDA could legally sponsor as it was on private property and not village owned land or buildings. ***Motion by Brooks, supported by Moyle to send sponsorship question to Attorney Graham for review. All members voted in favor. Motion carried.***

12. COMMUNICATIONS

Officer Ryan presented information regarding the Mattawan Police Department fall food drive with all donations going to the Mattawan Wildcat Food Pantry. She also presented information about the upcoming Mattawan Police Department Adopt-A-Family Christmas Program.

13. COMMENTS FROM VISITORS

Elizabeth Vaughn asked if DDA could allocate any funds to assist with the purchase of Santa Gifts for the Christmas in the Park event. Chair Brooks asked if the Village Office could investigate if the DDA could allocate funds for this purpose.

14. COMMENTS FROM MEMBERS *None*

15. ADJOURN @ ***10:23 AM***

Motion by Brooks, supported by Cole to adjourn. All members voted in favor. Motion carried.