

**VILLAGE OF MATTAWAN
DDA MEETING**

JULY 15, 2025

AGENDA

1. CALL TO ORDER *8:30 AM*
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA
7. APPROVAL OF THE AGENDA
8. APPROVAL OF THE MINUTES OF **JUNE 17, 2025**
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS
10. OLD BUSINESS
11. NEW BUSINESS
 - A. PARK NATIVITY REPLACEMENT
 - A. REINVEST FUNDS IN 6-MONTH CD AT 3.15% APY AT KALAMAZOO COUNTY STATE BANK
Available Balance for investment is \$450,000
 - B. APPROVE DDA PORTION OF SOUTH MAIN ST. ROAD PAVING FROM FISCAL YEAR 2024-2025 PAYMENT OF INVOICES FROM SWT FOR \$345,063.85 AND CIVICA ENGINEERING FOR \$19,600.00
 - C. APPROVE MONTHLY INSPECTION OF POLE IRRIGATION FOR HANGING BASKETS FROM SANDERSON DEHAAN
12. COMMUNICATIONS
 - Revenue and Expense Report
 - CD Interest Earned \$13,939.73
 - Money Market Interest Earned \$2,388.86

13. COMMENTS FROM VISITORS
14. COMMENTS FROM MEMBERS
15. ADJOURN @

DRAFT

**VILLAGE OF MATTAWAN
DDA MEETING**

JUNE 17, 2025

MINUTES

1. CALL TO ORDER **8:30 AM**
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE **Brininger, Brooks, Chipouras, Coy, Crooks, Moyle, Penning**
ABSENT: **Cole (arrived at 8:40AM), Laughlin (arrived at 8:33AM), Maxwell, Reed**
OTHERS PRESENT: **Manager McGrew, Clerk Storm-Artis, Engineer Woodhams**
(arrived 8:43AM)
Motion by Cole, supported by Coy to excuse Cole, Laughlin, Maxwell, and Reed. All members voted in favor.
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED

Member Laughlin arrived at 8:33 AM.
6. ADDITIONS TO AGENDA
Chair Brooks added new business Item C-Close Money Market and Cash In DDA CD
7. APPROVAL OF THE AGENDA
Motion by Moyle, supported by Coy to approve the agenda as amended. All members voted in favor. Motion carried.
8. APPROVAL OF THE MINUTES OF MAY 20, 2025
Motion by Moyle, supported by Brooks to approve the minutes of May 20, 2025. All members voted in favor. Motion carried.
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS **None**
10. OLD BUSINESS
 - A. PARK RESTROOM
Clerk Storm-Artis explained the proposal that was presented in the packet, and discussed the amount of funds that will be coming out for the road project and the fund balance remaining once these large ticket items are paid.
Motion by Brooks, supported by Chipouras to table the issue until DDA fund balance warrant revisiting the project. All members voted in favor. Motion carried.

- B. PARK SCULPTURE – *Kelly Vander Kley* explained where she was in the sculpture project, and what steps she was taking to get a structural engineer to evaluate the design. Also a nave blue color of the metal of the sculpture was discussed.

Member Cole arrived at 8:40 AM.

Engineer Woodhams arrived at 8:43 AM.

11. NEW BUSINESS

A. 2024-2025 BUDGET AMENDMENTS

Clerk Storm-Artis presented the needed budget amendments and estimates for the road projects.

Motion by Brooks, supported by Laughlin to approve the presented 2024-2025 Fiscal year budget amendments. All members voted in favor. Motion carried.

B. 2025-2026 BUDGET AMENDMENTS

Motion by Brooks, supported by Chipouras to approve the presented 2025-2026 fiscal year budget amendments. All members voted in favor. Motion carried.

C. CLOSE OUT MONEY MARKET AND CASH OUT DDA CD

Discussion took place.

Motion by Brooks, supported by Coy to close out the money market account at Consumers Credit Union, and cash out the DDA CD when mature in the beginning of July 2025. All members voted in favor. Motion carried.

12. COMMUNICATIONS

Discussion took place regarding Clerk Storm-Artis keeping her role as the Village Office liaison for the DDA.

E-Mail from Ripmaster Landscaping

Discussion took place regarding the communication failures with the 2025 landscaping bids and Ripmaster Landscaping. Manager McGrew stated he would reach out to Ripmaster.

Revenue and Expense Report

13. COMMENTS FROM VISITORS *None*

14. COMMENTS FROM MEMBERS

Discussion took place regarding the pond in McGillen Crossings and what entity is responsible for the maintenance of the common areas including the pond and bridge. Clerk Storm-Artis discussed it was the responsibility of the Property Owner HOA.

15. ADJOURN @ 9:36 AM

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

Jolie Storm

From: Tom Anthony
Sent: Monday, June 23, 2025 8:35 AM
To: Rich McGrew
Cc: Jolie Storm
Subject: Fw: Village of Mattawan (Tom)

Pricing for Nativity Scene.

Tom Anthony
Village of Mattawan
Public Works Superintendent
(269) 668-2300

From: Craig Fick <craig.fick@bronnens.com>
Sent: Thursday, June 19, 2025 3:12 PM
To: Tom Anthony <tom@mattawanmi.com>
Cc: Craig Fick <craig.fick@bronnens.com>
Subject: Village of Mattawan (Tom)

CAUTION: This email originated from outside the Village of Mattawan. Maintain caution when opening external links/attachments

Hi Tom,
Please see quotation per your request below:

COM 1222-NC	Joseph with Lantern
\$2195	
COM 1223-NC	Infant Jesus in Crib
\$1245	
COM 1221-NC	Mary Kneeling
\$1995	
COM 1261	Large Stable
\$1345	
COM 1809	Santa Mail Box
\$845	

Approximate shipping: \$495

(We can also make arrangements for you to pick the product up here are Bronner's!)

Please let me know if you have any questions, require additional information, or would like to move forward with an order & I will be happy to help.

Have a good day, Tom & I look forward to working with you!

Best regards,

Craig Fick

Commercial Sales Manager

Phone: (989) 652.9935 ext. 436

Toll Free: (800) 544.6635

Fax: (989) 652.8678

Email: craig.fick@bronn timers.com

<https://www.bronnerscommercial.com/ecatalog>



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SANDERSON DEHAAN IRRIGATION INC

5797 South 12th Street
Portage, MI 49024-9570

Voice: 269-372-7707

Fax: 269-372-7778

INVOICE

Invoice Number: SWO218620

Invoice Date: Jul 9, 2025

Page: 1

Duplicate

Bill To:

VILLAGE OF MATTAWAN
24221 FRONT AVE
MATTAWAN, MI 49071

Ship to:

VILLAGE OF MATTAWAN
24221 FRONT AVE
MATTAWAN, MI 49071

Customer ID	Customer PO	Payment Terms	
VOM			
Sales Rep ID	Shipping Method	Ship Date	Due Date
			7/9/25

Quantity	Item	Description	Unit Price	Amount
1.00	BILL SERVICE NO MIN	BILLABLE SERVICE (NO MIN) - WORK ORDER 218620	52.00	52.00
Subtotal				52.00
Sales Tax				
Total Invoice Amount				52.00
Payment/Credit Applied				
TOTAL				52.00

Check/Credit Memo No:

PERIOD ENDING 06/30/2025

% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMWENDED BUDGET	06/30/2025 NORMAL (ABNORMAL)	MONTH 06/30/2025 INCREASE (DECREASE)	NORMAL	ABNORMAL	
Fund 248 - DDA							
Revenues							
Dept 000 - OPERATING REVENUE							
248-000-40200	Current Real Taxes	85,000.00	84,022.17	0.00	977.83	98.85	
248-000-66500	Interest Earned	1,500.00	3,563.59	2,388.86	(2,063.59)	237.57	
248-000-69900	Prior Year Fund Balance	451,500.00	0.00	0.00	451,500.00	0.00	
Total Dept 000 - OPERATING REVENUE		538,000.00	87,585.76	2,388.86	450,414.24	16.28	
TOTAL REVENUES		538,000.00	87,585.76	2,388.86	450,414.24	16.28	
Expenditures							
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-82610	DDA Legal	5,000.00	60.00	0.00	4,940.00	1.20	
248-728-82620	DDA Consulting	5,000.00	0.00	0.00	5,000.00	0.00	
248-728-88000	Community Promotion	28,000.00	27,857.20	175.00	142.80	99.49	
248-728-88400	LANDSCAPRE MAINT FOR FRONT AVE PARKING	5,000.00	3,266.68	1,666.68	1,733.32	65.33	
248-728-97000	Capital Outlay	495,000.00	36,856.33	19,600.00	458,143.67	7.45	
Total Dept 728 - ECONOMIC DEVELOPMENT		538,000.00	68,040.21	21,441.68	469,959.79	12.65	
TOTAL EXPENDITURES		538,000.00	68,040.21	21,441.68	469,959.79	12.65	
Fund 248 - DDA:							
TOTAL REVENUES		538,000.00	87,585.76	2,388.86	450,414.24	16.28	
TOTAL EXPENDITURES		538,000.00	68,040.21	21,441.68	469,959.79	12.65	
NET OF REVENUES & EXPENDITURES		0.00	19,545.55	(19,052.82)	(19,545.55)	100.00	
BEG. FUND BALANCE		1,014,187.30	1,014,187.30				
END FUND BALANCE		1,014,187.30	1,033,732.85				