

**VILLAGE OF MATTAWAN
DDA MEETING**

AUGUST 19, 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 **JULY 15, 2025**
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS
10. OLD BUSINESS
 - A. PARK NATIVITY REPLACEMENT
 - B. IRRIGATION REPAIR FOR HANGING BASKET POLES
 - C. SCULPTURE UPDATE
11. NEW BUSINESS
12. COMMUNICATIONS
 - Revenue and Expense Report
 - CD Investment at 4% on 7/30/2025
13. COMMENTS FROM VISITORS
14. COMMENTS FROM MEMBERS
15. ADJOURN @

**VILLAGE OF MATTAWAN
DDA MEETING**

JULY 15, 2025

MINUTES

1. CALL TO ORDER **8:30 AM**
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE **Brininger, Brooks, Coy, Crooks, Layghlin, Penning, Reed**
ABSENT: **Chipouras, Cole, Maxwell, Moyle**
OTHERS PRESENT: **Clerk Storm-Artis**
Motion by Brooks, supported by Reed to excuse members Chipouras, Cole, Maxwell, and Moyle. All members voted in favor. Motion carried.
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA **None**
7. APPROVAL OF THE AGENDA
Motion by Penning, supported by Brooks to approve the agenda. All members voted in favor. Motion carried.
8. APPROVAL OF THE MINUTES OF **JUNE 17, 2025**
Motion by Crooks, supported by Coy to approve the minutes of June 17, 2025. All members voted in favor. Motion carried.
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS
10. OLD BUSINESS
 - A. PARK NATIVITY REPLACEMENT
Motion by Brooks, supported by Penning to table the item until the next meeting when Superintendent Anthony can attend. All members voted in favor. Motion carried.
11. NEW BUSINESS
 - A. REINVEST FUNDS IN 6-MONTH CD AT 3.15% APY AT KALAMAZOO COUNTY STATE BANK
Available Balance for investment is \$450,000
Motion by Brooks, supported by Coy to approve the investment of \$450,000.00 in a CD with Kalamazoo County State Bank at a minimum of 3.8% for 6-moths. All members voted in favor. Motion carried.

- 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

Extensive discussion took place. Concerns about the paving included a dip in the surface, line painting not being correct, and plan to fix the issues.

Motion by Crooks, supported by Reed to not pay SWT and Civica Engineering until repairs are complete. Roll call vote taken. Crooks, Laughlin, and Reed voted yes. Brininger, Brooks, Coy, and Penning voted no. Motion failed.

Engineer Woodhams was able, by phone, to answer some questions. All repairs of the surface would be part of the final USDA Project review at project completion. The lines will be repainted and adjusted to the correct lane dimensions after chip sealing is complete in 2026.

Motion by Brooks, supported by Reed to pay SWT in the amount of \$345,063.85 and Civica Engineering in the amount of \$19,699.00. All members voted in favor. Motion carried.

- C. APPROVE MONTHLY INSPECTION OF POLE IRRIGATION FOR HANGING BASKETS FROM SANDERSON DEHAAN

Discussion took place regarding other municipalities and how flower watering was done. Further clarification was desired to determine options for the maintenance of baskets for 2026.

Motion by Laughlin, supported by Penning to remove the dead haning baskets and get a quote on repair of the pole irrigation and landscaping bids to have manual watering for 2026 season. All members voted in favor. Motion carried.

12. COMMUNICATIONS

Revenue and Expense Report

CD Interest Earned \$13,939.73

Money Market Interest Earned \$2,388.86

13. COMMENTS FROM VISITORS *None*

14. COMMENTS FROM MEMBERS *None*

15. ADJOURN @ 10:45 AM

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

PERIOD ENDING 07/31/2025

% Fiscal Year Completed: 8.49

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE		ACTIVITY FOR MONTH 07/31/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)		% BDDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)				
Fund 248 - DDA								
Revenues								
Dept 000 - OPERATING REVENUE								
248-000-40200	Current Real Taxes	61,000.00	0.00		0.00	61,000.00	0.00	
248-000-66500	Interest Earned	1,500.00	14,071.24		14,071.24	(12,571.24)	938.08	
248-000-69900	Prior Year Fund Balance	742,000.00	0.00		0.00	742,000.00	0.00	
Total Dept 000 - OPERATING REVENUE		804,500.00	14,071.24		14,071.24	790,428.76	1.75	
TOTAL REVENUES		804,500.00	14,071.24		14,071.24	790,428.76	1.75	
Expenditures								
Dept 728 - ECONOMIC DEVELOPMENT								
248-728-82610	DDA Legal	5,000.00	0.00		0.00	5,000.00	0.00	
248-728-82620	DDA Consulting	14,500.00	0.00		0.00	14,500.00	0.00	
248-728-88000	Community Promotion	30,000.00	675.00		675.00	29,325.00	2.25	
248-728-88400	LANDSCAPE MAINT FOR FRONT AVE PARKING	5,000.00	52.00		52.00	4,948.00	1.04	
248-728-97000	Capital Outlay	750,000.00	0.00		0.00	750,000.00	0.00	
Total Dept 728 - ECONOMIC DEVELOPMENT		804,500.00	727.00		727.00	803,773.00	0.09	
TOTAL EXPENDITURES		804,500.00	727.00		727.00	803,773.00	0.09	
Fund 248 - DDA:								
TOTAL REVENUES		804,500.00	14,071.24		14,071.24	790,428.76	1.75	
TOTAL EXPENDITURES		804,500.00	727.00		727.00	803,773.00	0.09	
NET OF REVENUES & EXPENDITURES		0.00	13,344.24		13,344.24	(13,344.24)	100.00	
BEG. FUND BALANCE		1,014,187.30	1,014,187.30					
NET OF REVENUES/EXPENDITURES - 2024-25			(308,159.00)			(308,159.00)		
END FUND BALANCE		1,014,187.30	719,372.54					