

**VILLAGE OF MATTAWAN
DDA MEETING**

DECEMBER 16, 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. ANNUAL ELECTION OF OFFICERS FOR 2026
 - I. Chair
 - a. Call for nominations from past Chair Brooks
 - b. Acceptance of nominations from nominees
 - c. Voice vote on nominees in order of nomination
 - d. Declaration that nominee is elected
 - II. Vice Chair
 - a. Call for nominations from Chair
 - b. Acceptance of nominations from nominees
 - c. Voice vote on nominees in order of nomination
 - d. Declaration that nominee is elected
 - III. Secretary/Treasurer
 - a. Call for nominations from Chair
 - b. Acceptance of nominations from nominees
 - c. Voice vote on nominees in order of nomination
 - d. Declaration that nominee is elected
7. ADDITIONS TO AGENDA
8. APPROVAL OF THE AGENDA
9. APPROVAL OF THE MINUTES OF **NOVEMBER 18, 2025**
10. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS
11. UNFINISHED BUSINESS
 - A. SCULPTURE UPDATE

11. NEW BUSINESS

A. 2026 DDA REGULAR MEETING SCHEDULE

B. APPROVE SWT INVOICE IN THE AMOUNT OF \$60,660.35

C. APPROVE TWINKLE HOLIDAY LIGHTS INVOICE IN THE AMOUNT OF \$2,999.46

D. ACCEPT LETTER OF RESIGNATION FROM ALLISON MAXWELL AND SEND REQUEST TO COUNCIL FOR ADVERTISEMENT OF OPEN DDA SEAT

E. SECURITY AND PROTECTION FOR NATIVITY SCENE

F. PURCHASE OF COVERS FOR ELECTRICAL CORDS FOR PARK EVENTS

12. COMMUNICATIONS

Revenue and Expense Report

Superintendent Anthony will be out of the office for 6-8 weeks beginning January 2026

13. COMMENTS FROM VISITORS

14. COMMENTS FROM MEMBERS

15. ADJOURN @

**VILLAGE OF MATTAWAN
24221 FRONT AVE.
MATTAWAN, MI 49071
DDA MEETING**

NOVEMBER 18, 2025

MINUTES

1. CALL TO ORDER **8:30 AM**
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE **Bringer, Brooks, Chipouras, Coy, Crooks, Laughlin, Maxwell, Moyle, Penning, Reed, Stuit**
ABSENT: **Maxwell**
OTHERS PRESENT: *Manager McGrew, Clerk Storm-Artis, Superintendent Anthony*
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA **None**
7. APPROVAL OF THE AGENDA
Motion by Brooks, seconded by Coy to approve the agenda as presented. All members voted in favor. Motion carried.
8. APPROVAL OF THE MINUTES OF **OCTOBER 9, 2025**
Motion by Reed, seconded by Crooks to approve the minutes of October 9, 2025. All members voted in favor. Motion carried.
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS **None**
10. UNFINISHED BUSINESS
 - A. SCULPTURE UPDATE – *Manager McGrew gave an update on the sculpture. Motion by Brooks, supported by Coy to purchase the 7x5 aluminum plaque. Roll call vote taken. Bringer, Brooks, Chipouras, Coy, Crooks, Laughlin, Moyle, Penning, Reed, and Stuit voted yes. Motion carried 10-0.*
 - B. HANGING BASKET SPRAYER – *Superintendent Anthony*
Discussion took place.
Motion by Coy, seconded by Chipouras to not have hanging baskets in 2026. Bringer, Brooks, Chipouras, Coy, Crooks, Moyle, Penning, Reed and Stuit voted yes. Laughlin voted no. Motion carried 9-1.
 - C. HOLIDAY AND TREE LIGHTING EVENT IN THE PARK

Extensive discussion took place.

Motion by Brooks, seconded by Crooks to have the Village President and Village Manager attend the Holiday and Tree lighting event to announce the sculpture unveiling and tree lighting. All members voted in favor. Motion carried.

11. NEW BUSINESS

- A. APPROVE INVOICE FROM HOMETOWN DISPLAY IN THE AMOUNT OF \$3,888.00

Motion by Brininger, seconded by Reed to pay the Hometown Display invoice in the amount of \$3,888.00. All members voted in favor. Motion carried.

- B. APPROVE INVOICE FROM VAN BUREN COUNTY DRAIN COMMISSION IN THE AMOUNT OF \$16,977.80

Discussion took place.

Motion by Brooks, seconded by Reed to pay the Van Buren County Drain Commission invoice in the amount of \$16,977.80. All Members voted in favor. Motion carried.

12. COMMUNICATIONS

Revenue and Expense Report
Nativity Plaque Ordered

13. COMMENTS FROM VISITORS *None*

14. COMMENTS FROM MEMBERS *None*

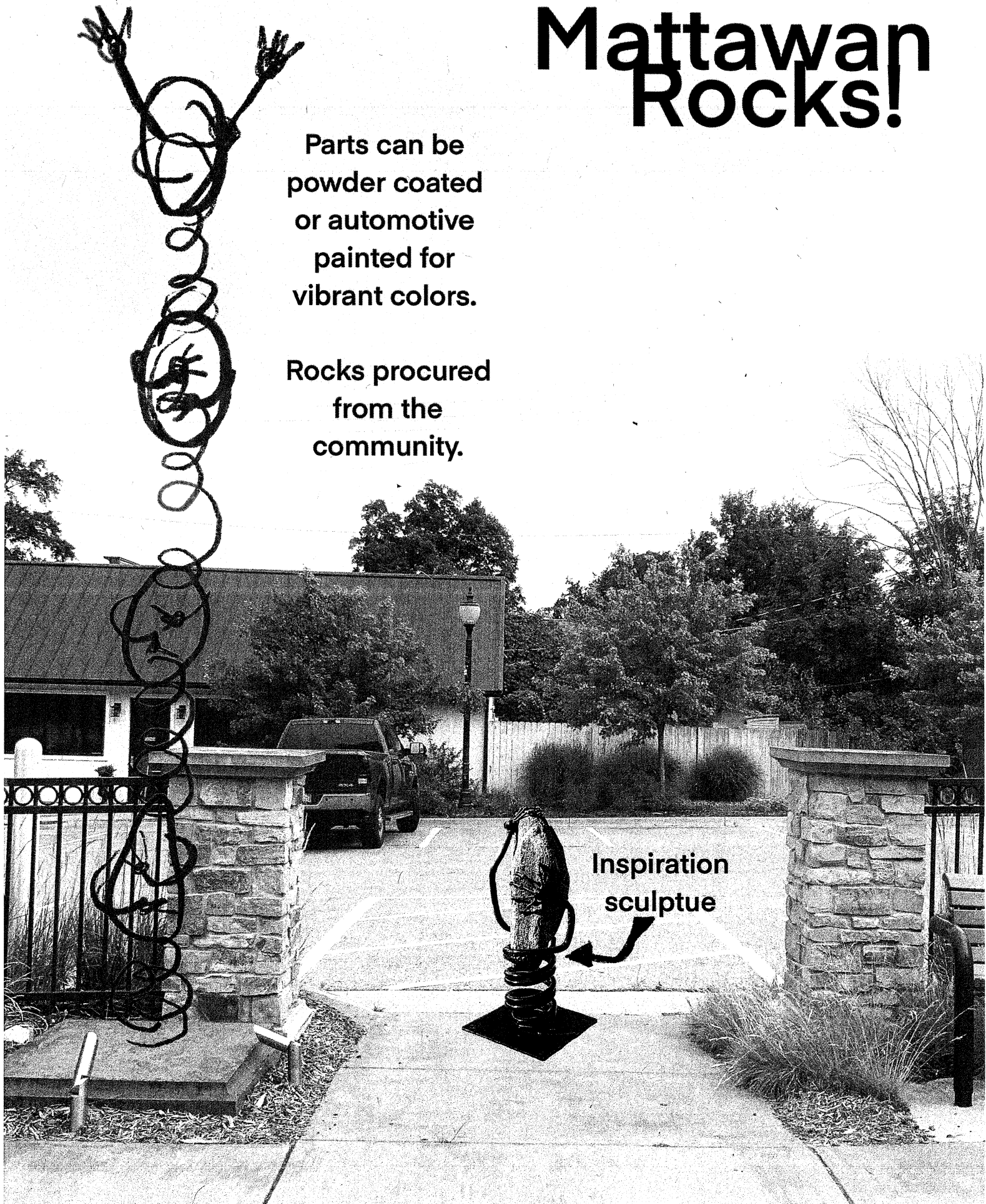
15. ADJOURN @ 9:38 AM
Adjourned without objection.

Mattawan Rocks!

Parts can be
powder coated
or automotive
painted for
vibrant colors.

Rocks procured
from the
community.

Inspiration
sculptue



**VILLAGE OF MATTAWAN
DDA MEETING**

JUNE 27, 2024

MINUTES

1. CALL TO ORDER @ **11:00 AM**
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE *Brininger, Brooks, Cavanaugh, Cole, Coy, Laughlin, Maxwell, Moyle, Penning, Roberts*
ABSENT: *Reed*
OTHERS IN ATTENDANCE: *Manager McLean, Administrative Assistant Storm-Artis*
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA *None*
7. APPROVAL OF THE AGENDA
Motion by Brininger, supported by Brooks to approve the agenda as presented. All members voted in favor. Motion carried.
8. APPROVAL OF THE MINUTES OF **JUNE 18, 2024**
Motion by Brooks, supported by Coy to approve the minutes of June 18, 2024. All members voted in favor. Motion carried.
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS *None*
10. OLD BUSINESS *None*
11. NEW BUSINESS
 - A. APPROVE RESOLUTION AUTHORIZING A SCULPTURE CONTRACT WITH KELLEY VANDER KLEY
Motion by Brooks, supported by Cole to approve the resolution authorizing a sculpture contract with Kelly Vander Kley. All members voted in favor. Motion carries.
 - B. APPROVE AGREEMENT BETWEEN THE VILLAGE OF MATTAWAN DDA AND KELLY VANDER KLEY FOR THE DESIGN, CONSTRUCTION, AND INSTALLATION OF A SCULPTURE TO BE INSTALLED IN THE VILLAGE OF MATTAWAN

Discussion took place regarding a timeline for the project and discussion future outstanding specifics on project at additional meetings. Kelly Vander Kley was asked if there are any issues she had with the proposed contract. She stated she had no concerns.

Motion by Brooks, supported by Laughlin to approve the agreement between the village and Kelly Vander Kley. Roll Call vote taken. All members voted in favor. Motion carried.

C. CD INVESTMENT INTEREST RATES

Discussion took place regarding going with a 6-month CD due to outstanding project obligations that would be starting at the beginning of 2025. Further discussion took place to determine the amounts and options with investing in multiple CD with different lengths of time.

Motion by Brooks to invest \$400,000 in a CD at 5.5% with Consumers Credit Union. Discussion took place, motion adjusted to \$600,000 amount. More discussion took place. Motion died due to lack of support.

Further discussion took place.

Motion by Laughlin, supported by Coy to invest up to \$300,000.00 in a CD at 5.5% interest rate with Consumers Credit Union. Roll call vote taken. Cavanaugh, Cole, Coy, Laughlin voted yes. Brininger, Brooks, Maxwell, Moyle, and Roberts voted no. Motion failed.

Motion by Moyle, supported by Brininger to invest \$600,000 in a cd at 5.5% interest rate with Consumers Credit Union. Roll call vote taken. All members voted in favor. Motion carried.

D. DDA MEETING TIME CHANGE

Administrative Assistant Storm-Artis explained the difficulty with having the meetings at 8am and office staffing concerns with arriving and opening the building prior to the opening for the office. Discussion took place as to times that would and would not work for the members.

Motion by Laughlin, supported by Brooks to adjust the DDA meeting time to 8:30 AM on the third Tuesday of the month. Roll call vote taken. All members voted in favor. Motion carried.

12. COMMUNICATIONS

Chair Brooks informed the DDA that he would not be at the next DDA meeting, other members spoke they may not be in attendance either. Discussion took place regarding cancelling the meeting for July. Maxwell stated she may have Christmas decoration bids to present to the DDA and could communicate to the other members of the DDA if the July meeting would still be required for this purpose.

Cavanaugh asked about the Antwerp Township Hall and the Christmas events and suggested adding a luminary display or other business event in the historical district. Discussion took place.

13. COMMENTS FROM VISITORS

Terron McLean commented on the new trees in the Village Park.

AGREEMENT BETWEEN THE VILLAGE OF MATTAWAN DDA AND KELLY VANDER KLEY FOR THE DESIGN, CONSTRUCTION, AND INSTALLATION OF A SCULPTURE TO BE INSTALLED IN THE VILLAGE OF MATTAWAN

1. This Agreement is between Kelly Vander Kley, (Artist) and the Downtown Development Association for the Village of Mattawan.
2. This Agreement is for the design, construction, and installation of a sculpture by the Artist.
3. The Agreement is based on good and valuable consideration in the form of the Artist's agreement to design, construct, and install the sculpture, and the DDA's agreement to pay the Artist for the Artist's work.
4. The parties agree that the DDA is authorized to act through its committees, subcommittees, or designees.
5. As soon as this agreement is executed by both parties, they shall meet as soon as it is practical in order to discuss all outstanding issues regarding the Project, including design ideas.
6. The parties shall conduct additional meetings and events as they determine to be appropriate in order to gather information necessary for the completion of the Project.
7. The parties shall meet as necessary in order to agree on all aspects of the Project, including in part the design, construction, and installation details and the amounts to be paid for the work.
8. Until the parties have executed a specific agreement for the Project as anticipated in this Agreement, all rights in the design of the Project shall remain with the Artist.
9. The total price shall not exceed \$20,000.00.
10. Once the Artist and the DDA have agreed on the details of the project and the total price that the DDA shall pay the Artist, the DDA shall pay ½ of the total contract price to the Artist.
11. The Artist shall then complete the design, construction, and installation of the Project.
12. Upon the DDA's inspection, approval, and acceptance of the Project, the DDA shall pay to the Artist the balance due for the project.
13. At or before the time of this payment, the Artist shall transfer and convey to the DDA all rights that the Artist may have in the Project, including rights to the Project's likeness.
14. This Agreement may be modified only in writing, executed by all parties.
15. Any dispute regarding this Agreement may be resolved only in a court of competent jurisdiction in Van Buren County.
16. This is the complete agreement between the parties.

Kelly Vander Kley

Artist

Date: 6.27.24

[Signature]

DDA Representative

Date: 6-27-24

VILLAGE OF MATTAWAN

DOWNTOWN DEVELOPMENT AUTHORITY

RESOLUTION AUTHORIZING A SCULPTURE CONTRACT WITH KELLY
VANDER KLEY

WHEREFORE, the Mattawan DDA has determined that it is in the Village of Mattawan's and the DDA's best interest to enter into a contract for a sculpture to be designed, constructed, and installed by Kelly Vander Kley.

WHEREFORE, the DDA has negotiated a contract for the sculpture, which is attached to this Resolution.

WHEREFORE, the DDA has determined that it has the resources to pay the contract price.

WHEREFORE, this Resolution complies with the requirements of the DDA Bylaws.

THEREFORE, BE IT RESOLVED that the DDA is authorized to enter into the sculpture contract that is attached to this Resolution.

BE IT FURTHER RESOLVED that the DDA Chair is authorized to sign the contract on behalf of the DDA.

Motion by BROOKS and supported by COLE to adopt this Resolution.

Aye: 10

Nay: 0

Absent: 1

Date: 10-27-2024
Clerk: Laura A. McGee

**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.

**VILLAGE OF MATTAWAN
DDA MEETING**

OCTOBER 15, 2024

MINUTES

1. CALL TO ORDER @ 8:30 AM
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE *Brininger, Brooks, Cole, Coy, Laughlin, Maxwell, Moyle, Penning*
ABSENT: REED. ROBERTS
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
Due to a technological failure of recording device, meeting not recorded.
6. ADDITIONS TO AGENDA
Chair Brooks added new business items C-Audit on DDA Funds, and D-Letter to Village Council to Remove Richard Robers from the DDA.
7. APPROVAL OF THE AGENDA
Motion by Brooks, supported by Brininger to approve the agenda as amended. All members voted in favor. Motion carried.
8. APPROVAL OF THE MINUTES OF **SEPTEMBER 17, 2024**
Motion by Brininger, supported by Brooks to approve the minutes of September 17, 2024. All members voted in favor. Motion carried.
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS
10. OLD BUSINESS
 - A. PARK RESTROOM – *Member Maxwell*
Engineer Woodhams stated he would work with Superintendent Anthony to get a map of the park so that placement of the bathroom could be further discussed.
 - B. DDA FUNDS FOR VILLAGE PARK SANTA GIFTS AND MPD PROGRAMS
It was explained that DDA funds could not be used for these programs upon the advice from Village Attorney Graham.
 - C. DDA FUNDS FOR SPONSORSHIP OF MURAL ON VILLAGE WORKSPACE
It was asked of Molly Chipouras to represent this to the DDA with an invoice.

D. CHRISTMAS PARADE

Chief Mansfield presented the parade route.

E. DDA CD INVESTMENT

Discussion took place regarding the CD investment that was not completed by former Manager McLean.

Motion by Brininger, supported by Moyle to invest in a 6 month CD with Consumers Credit Union. All members voted in favor. Motion carried.

11. NEW BUSINESS

A. CHRISTMAS LIGHT POLE DECORATIONS CONTRACT

Motion by Brininger, supported by Moyle to approve the contract for the street light pole decorations for 2024-2026. All members voted in favor. Motion carried.

B. APPROVE KELLY VANDER KLEY INVOICE PAYMENT

Motion by Penning, supported by Brooks to approve the invoice from Kelly Vander Kley in the amount of \$8000.00. All members voted in favor. Motion carried.

C. AUDIT ON DDA FUNDS

Chair Brooks stated he would wait to see what was happening with the Village Manager position before requesting an audit of the DDA funds.

D. LETTER TO COUNCIL TO REMOVE RICHARD ROBERTS FROM THE DDA

Discussion took place regarding the passing of Carla Cavanaugh and filling her open seat.

Motion by Books, supported by Brininger to send a letter to council to remove Richard Roberts from the DDA and begin accepting applications for two open seats. All members voted in favor. Motion carried.

12. COMMUNICATIONS

Decorate With Lights is now called Twinkle Holiday Lighting. Nothing with the cost, contract, or display arrangements has been altered due to this company name change. Park installation has been arranged for November 7th and 8th, weather dependent, and some items may be installed on the poles prior to full park installation.

Carla Cavanaugh passed on October 5, 2024. She will be missed as a part of the community and member of the DDA since its inception. We send condolences to her family, friends, and all that knew her.

13. COMMENTS FROM VISITORS

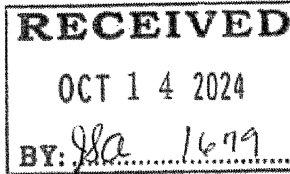
14. COMMENTS FROM MEMBERS

15. ADJOURN @ 10:00 AM

Kelly V Art & Image, LLC
Graphic Design • Art • Photography
Kelly Vander Kley
22687 60th Avenue
Mattawan, MI 49071
(269) 720-4341
kvanderkley@yahoo.com

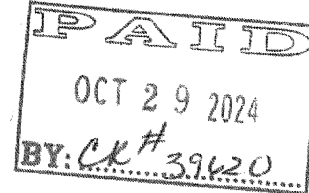
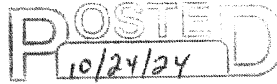
Tax ID/EIN: 80-1634226

TO:
Mattawan Downtown Development Authority
Village of Mattawan
24221 Front Avenue
Mattawan, MI 49071
(269) 668-2300



INVOICE

CONTRACT: SCULPTURE PROJECT
DATE: OCTOBER 14, 2024



248-728-88000

COMMENTS OR SPECIAL INSTRUCTIONS:
Payment Due:

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Initial Payment for Front Ave Sculpture Project (Includes supplies, labor, insurance, painting, up-front expenses)	\$8,000	\$8,000
		SUBTOTAL	\$8,000.00
		SALES TAX	n/a
		SHIPPING & HANDLING	n/a
		TOTAL DUE	\$8,000.00

Make all checks payable to Kelly V Art & Image, LLC, Kelly Vander Kley, 22687 60th Ave., Mattawan, MI 49071
If you have any questions concerning this invoice, contact Kelly at (269) 720-4341 or kvanderkley@yahoo.com

THANK YOU FOR YOUR BUSINESS!

VILLAGE OF MATTAWAN

2026 SCHEDULE OF DDA MEETINGS

The Regular Meetings of the Mattawan DDA shall occur on the dates listed below at the Village Hall, 24221 Front Avenue, Mattawan, MI 49071, beginning at 8:30 a.m. The Village telephone number is 269-668-2128.

JANUARY 20

FEBRUARY 17

MARCH 17

APRIL 21

MAY 19

JUNE 16

JULY 21

AUGUST 18

SEPTEMBER 15

OCTOBER 20

NOVEMBER 17

DECEMBER 15

Contractor's Application for Payment

Owner:	<u>Village of Mattawan</u>	Owner's Project No.:	<u>1001-26</u>
Engineer:	<u>Civica Engineering PLLC</u>	Engineer's Project No.:	<u>1001-26</u>
Contractor:	<u>SWT Excavating</u>	Contractor's Project No.:	<u>1001-26</u>
Project:	<u>USDA RURAL DEVELOPMENT 2023 Watermain Utility Improvement Projects</u>		
Contract:	<u>2023 Watermain Utility Improvement Projects</u>		
Application No.:	<u>7</u>	Application Date:	<u>12/8/2025</u>
Application Period:	From <u>10/31/2025</u>	to <u>12/1/2025</u>	

1. Original Contract Price	\$	3,705,721.94
2. Participating Net change by Change Orders/Balancing Quantities	\$	332,419.93
2. Non-Participating Net change by Change Orders	\$	583,234.19
3. Current Total Contract Price (Line 1 + Line 2+Line 3)	\$	4,621,376.06
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	4,622,090.71
5. Retainage		
a. <u>5%</u> X <u>\$ 4,621,376.06</u> Work Completed	\$	231,068.80
b. <u>5%</u> X <u>\$ 714.65</u> Remaining Stored Materials	\$	35.73
c. Total Retainage (Line 5.a + Line 5.b)	\$	231,104.53
6. Amount eligible to date (Line 4 - Line 5.c)	\$	4,390,986.18
7. Less previous payments (Line 6 from prior application)	\$	4,092,373.28
8. Amount due this application	\$	298,612.90
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	(714.65)

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: _____

Signature: _____ **Date:** 12/8/2025

Recommended by Engineer	Approved by Owner
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

**Village Of Mattawan
Renew 2025
Invoice #1232**



**Village of Mattawan
(Billing)**

24221 Front Ave
Mattawan, MI 49071
offices@mattawanmi.com
(269) 668-2128

Twinkle Holiday Lighting

info@twinkleholiday.com
(269) 763-9248

Site #1 (Site)

24601 Front St
Mattawan, MI 49071

Issue Date: 11/30/2025

Due Date: 12/1/2025

Features

☒ **24' Christmas Tree - Lights Only**

The pine in the center of the park will be lit with 5MM LED Mini Bulbs.

Accessory Cost

Labor - LED 5MM Balled 50L (Canopy)

LED 5MM Balled 50L - Pure White

☒ **Ornaments and Trim for the 24' Christmas Tree**

The Christmas Tree would be trimmed with traditional bulbs and tinsel to make it the centerpiece of the Christmas decor!

General Ornament

Accessory Cost

1.Labor –General Labor

☒ **3 – 8' Pine Trees**

These trees will be placed in the park by the DDA and lit with 5MM LED Mini bulbs.

LED 5MM Balled 50L – Pure White

Accessory Cost

Labor – LED 5MM Balled 50L (Canopy)

☒ **Maple Trees Lining Streed with Lampposts**

Trees will be trunk wrapped with a high density wrap then topped with a canopy wrap using 5MM LED Pure White Minis.

Labor – LED 5MM Balled 50L (Canopy)

LED 5MM Balled 50L – Pure White

Accessory Cost

Tote – STORAGE

☒ **Large, sprawling tree ~100 feet from 24' pine**

This tree will be trunk wrapped with a high density wrap then topped with a canopy wrap using 5MM LED Pure White Minis and 10 Pure White LED lit Spheres throughout the canopy.

Accessory Cost

Labor – LED 5MM Balled 50L (Branch)

Tote – STORAGE

Labor - LED 5MM Balled 50L (Canopy)

General Ornament

LED 5MM Balled 50L - Pure White

☒ **2D Wire Frame Ornament Christmas Display**

These 2D Wireframe ornaments will stand about 5' high and will stretch out over about 20' in the center of the park.

There will be a total of 3 LED lit Reindeer in different stages of take-off followed by Santa in his sleigh!

Ornament - Storage

General Ornament

Accessory Cost

1.Labor -General Labor

☒ **Mature Hardwood Trunk Wraps**

3 of the mature deciduous trees in the center of the park will be trunk wrapped using 5MM LED Minis to a height of ~10'.

LED 5MM Balled 50L - Pure White

Accessory Cost

Labor - LED 5MM Balled 50L (Branch)

☒ **Pavilion**

The pavilion will be decorated with Pure White LED C9 bulbs all the way around the roofline. Each of the 4 corner posts will be trimmed with our premium Mixed Noble Greenery including Pure White LED minis. There will also be a beautiful Red Velvet Bow on 3 sides and our 36" Light Bursts on the ground facing the park to give a little splash of color.

Red Bow w Gold Trim 18"

LightBurst - STORAGE

Garland 9' - STORAGE

Multi - LED 36" Light Burst

1.Labor -General Labor

C9 - PW - Faceted Bulb LED

Accessory Cost

LED Mixed Oregon Garland 9' x 14" - Warm White

Tote - STORAGE

Payments & Pricing

Payments

Check-Invoice 940 Closed
9/26/2025

\$2,999.47

Pricing

Accepted Proposal

\$5,998.93

Invoice Amount

\$2,999.46

Amount Paid

\$0.00

Amount Due

\$2,999.46

Terms & Conditions

NOTES

This invoice includes professional installation and removal of all lights, decorations and required accessories used during the 2025 Holiday Season. After season, we will transport your décor to our shop where it will be inspected and tested as required then prepped and stored throughout the off-season in our heated, insured, onsite warehouse.

We will notify you the week prior to your scheduled installation and are targeting completion of current customers prior to 11/27/25. If you would like your decor up and powered prior to Thanksgiving weekend, please communicate that to our office when you submit your deposit. We will make every effort to accommodate your request.

With installer safety being our highest priority, on 10/14/25 we will begin installing roof-line lights on houses requiring roof access for installation. No greenery, ornaments, bows or ribbons will be installed until after the first of November.

Lastly, please contact our office if you would like to add any lights or décor, make any changes or if you have any questions.

TERMS & CONDITIONS

Acceptance of Proposal – The price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. 2% finance charge per month will be charged to overdue balances.

You can make a payment on this page with a credit/debit card or via ACH by selecting the "Make Payment" button above. If you

wish to pay by check, payments are to be made payable to
"Twinkle Holiday Lighting" and mailed to:

6490 S Sprinkle Rd

Portage, MI 49002

In the case of any payment questions, please contact us at
(269) 763-9248 Extension 4.

Jolie Storm

From: Allison Maxwell <allison@birddogmattawan.com>
Sent: Tuesday, November 18, 2025 9:59 AM
To: Jolie Storm; Rob Brooks
Subject: DDA Resignation

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

Hi,

I am writing to formally resign my position from the DDA effective immediately. Due to increasing professional and personal time commitments, I am no longer able to devote the time and attention that the DDA position requires. I believe it is in the best interest of the DDA for me to step aside so someone else can contribute fully to the ongoing projects.

Thank you for your time & if time allows I would love to come back when the time is right.



Allison Maxwell

Co-Owner

Bird Dog

57649 Murray Street

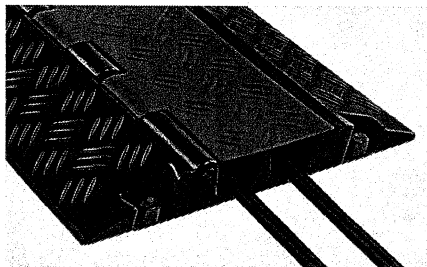
Mattawan, MI 49071

phone: 269.668.4770

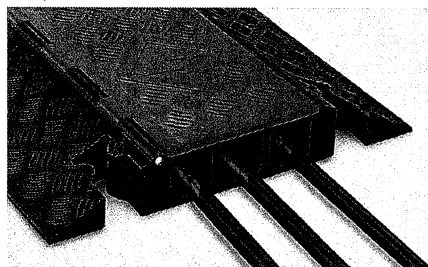
cell: 269.532.4447

www.birddogmattawan.com // instagram: [@birddogmattawan](https://www.instagram.com/birddogmattawan)

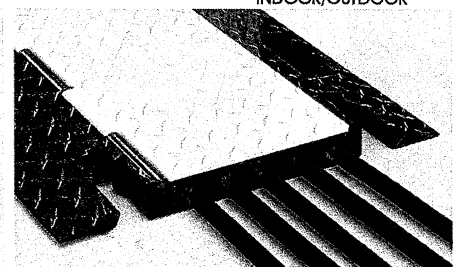
CABLE PROTECTORS



2 CHANNEL INDUSTRIAL



3 CHANNEL INDUSTRIAL



5 CHANNEL HEAVY DUTY

INDOOR/OUTDOOR

Protect cables from foot traffic and vehicles at golf, charity and sporting events.

- Industrial all-weather polyurethane resists oil and abrasions.
- Textured surface. Interlocking connectors.
- Full top and bottom protection. Hinged lid.
- Optional end caps available for 5 Channel Cable Protectors.

2 CHANNEL CABLE PROTECTORS

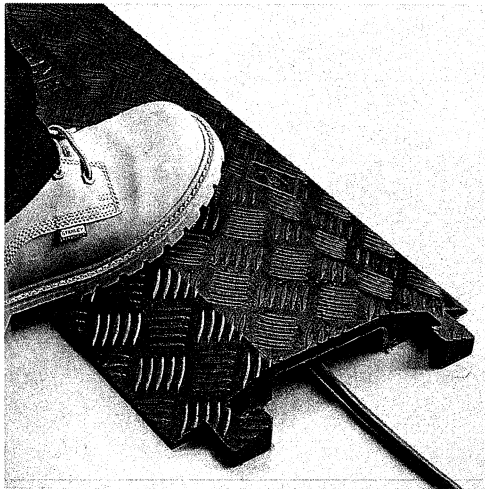
MODEL NO.	DESCRIPTION	CHANNEL DIAMETER	SIZE L x W x H	WT. CAP. (LBS.)	PRICE EACH		ADD TO CART	
					1	3+		
H-9437	Industrial	1 1/4"	39 x 10 x 2"	16,000	\$170	\$160	1	ADD
H-9438	Heavy Duty	1"	39 x 10 x 2"	24,000	195	185	1	ADD

3 CHANNEL CABLE PROTECTORS

MODEL NO.	DESCRIPTION	CHANNEL DIAMETER	SIZE L x W x H	WT. CAP. (LBS.)	PRICE EACH		ADD TO CART	
					1	3+		
H-6954	Industrial	2 1/4"	36 x 20 x 3"	28,420	\$400	\$385	1	ADD
H-6955	Heavy Duty	2 1/8"	36 x 18 x 3"		440	420	1	ADD

5 CHANNEL CABLE PROTECTORS

MODEL NO.	DESCRIPTION	CHANNEL DIAMETER	SIZE L x W x H	WT. CAP. (LBS.)	PRICE EACH		ADD TO CART	
					1	3+		
H-4618	Industrial	1 1/3"	36 x 20 x 2"	21,000	\$300	\$290	1	ADD
H-5501	Heavy Duty			32,600	330	315	1	ADD
H-4619	End Caps for 5 Channel Cable Protectors (1 pair)				160	155	1	ADD



PEDESTRIAN CABLE PROTECTORS

DROP OVER

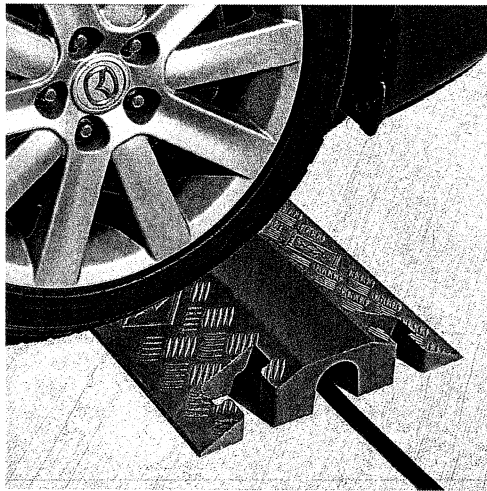
Shield cables and cords at trade shows, festivals and concerts.

- Industrial polyurethane resists oil and abrasions. Textured surface for maximum traction.
- Single channel protection. Open bottom.
- Interlocking connectors.

PEDESTRIAN CABLE PROTECTORS

Orange or Black

MODEL NO.	DESCRIPTION	CHANNEL SIZE W x H	SIZE L x W x H	WT. CAP. (LBS.)	PRICE EACH		ADD TO CART
					1	3+	
H-8490	Pedestrian	1 1/2 x 1/2"	36 x 5 x 1"	2,100	\$60	\$55	Specify Color
H-8491		4 x 1"	36 x 11 x 2"		130	125	Specify Color



DROP OVER CABLE PROTECTORS

INDOOR/OUTDOOR USE

Cover and protect cables from vehicles and foot traffic at jobsites, fairs and special events.

- Heavy duty, single channel protection. Open bottom.
- Industrial all-weather polyurethane resists oil and abrasions.
- Textured surface. Interlocking connectors.

DROP OVER CABLE PROTECTORS

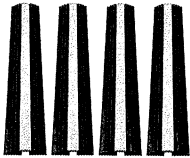
Orange or Black

MODEL NO.	DESCRIPTION	CHANNEL DIAMETER	SIZE L x W x H	WT. CAP. (LBS.)	PRICE EACH		ADD TO CART
					1	3+	
H-4616	Drop Over	1 1/4"	36 x 12 x 2"	23,400	\$245	\$235	Specify Color
H-4617		2 1/4"	36 x 14 x 3"	17,000	320	310	Specify Color

... / [Electronics](#) / [Cable Management](#) / [Cord Covers](#) / [SKYSHALO Cord Covers](#)

Internet # 333692479 Model # DLADA15WH1212LBRZV0-S1122

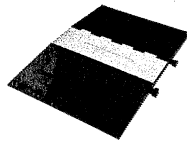
Customers Also Viewed



VEVOR 1-Channel Rubber Cable Protector
Ramps 22046 lbs. Loading Cable Wire Cor...

★★★★★ (41)

\$64⁵⁵ /box



VEVOR 45 in. x 31.5 in. Cable Protector
Ramp 22000 lbs. Load Speed Bump...

★★★★★ (3)

\$175⁵⁹ /box

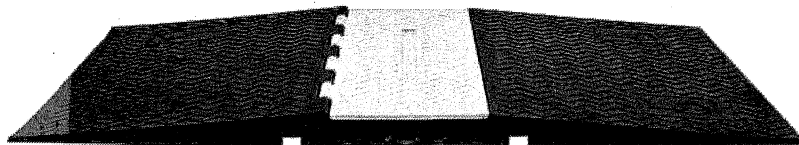


Guar...
Prote...

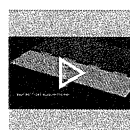
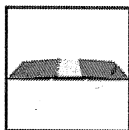
★★

\$40

Feedback




Hover Image to Zoom



SKYSHALO

45 in. x 31.5 in. Cable Protector Ramp 3.75 ft. 22000 lbs. Load Raceway Cord Cover Conduit ADA
Compliant 5 Channel

★★★★★  Questions & Answers





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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025		ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			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	14,362.67		0.00	(12,862.67)	957.51	
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	14,362.67		0.00	790,137.33	1.79	
TOTAL REVENUES		804,500.00	14,362.67		0.00	790,137.33	1.79	
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	17,880.97		13,681.50	12,119.03	59.60	
248-728-88400	LANDSCAPE MAINT FOR FRONT AVE PARKING	5,000.00	1,718.68		0.00	3,281.32	34.37	
248-728-97000	Capital Outlay	750,000.00	21,877.81		16,977.80	728,122.19	2.92	
Total Dept 728 - ECONOMIC DEVELOPMENT		804,500.00	41,477.46		30,659.30	763,022.54	5.16	
TOTAL EXPENDITURES		804,500.00	41,477.46		30,659.30	763,022.54	5.16	
Fund 248 - DDA:								
TOTAL REVENUES		804,500.00	14,362.67		0.00	790,137.33	1.79	
TOTAL EXPENDITURES		804,500.00	41,477.46		30,659.30	763,022.54	5.16	
NET OF REVENUES & EXPENDITURES		0.00	(27,114.79)		(30,659.30)	27,114.79	100.00	
BEG. FUND BALANCE		1,014,187.30	1,014,187.30					
NET OF REVENUES/EXPENDITURES - 2024-25			(229,486.29)			(229,486.29)		
END FUND BALANCE		1,014,187.30	757,586.22					