

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

MARCH 17, 2026

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 **FEBRUARY 17, 2025**
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS
10. OLD BUSINESS
11. NEW BUSINESS
 - A. LANDSCAPING BIDS – *Manager McGrew*
 - B. INVOICE FROM KELLY VANDER KLEY FOR SECOND INSTALLMENT PAYMENT FOR SCULPTURE
 - C. MEMORIAL DAY EVENT
Council approved DDA control contingent on approval of usage of Village Resources.
12. COMMUNICATIONS

Main St. MDOT Small Urban Repave Project to being no later than July 8th and complete no later than November 15th
13. COMMENTS FROM VISITORS
14. COMMENTS FROM MEMBERS

15. ADJOURN @

DRAFT

VILLAGE OF MATTAWAN
24221 Front Ave.
Mattawan, MI 49071
DDA MEETING

FEBRUARY 17, 2026

MINUTES

1. CALL TO ORDER *8:30 AM*
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE: *Bringer, Brooks, Chipouras, Coy, Crooks, Kalinka, Laughlin, Moyle, Penning, Stuu*
ABSENT : *Reed*
OTHERS IN ATTENDANCE: *Manager McGrew, Clerk Storm-Artis, Chief Mansfield*
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 **DECEMBER 16, 2025**
Motion by Moyle, seconded by Bringer to approve the minutes of December 16, 2025. All members voted in favor. Motion carried.
9. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEMS *None*
10. OLD BUSINESS
 - A. SCULPTURE UPDATE – *Manager McGrew gave update on issues with statue and plan for fixes*
Discussion took place. No action taken.
 - B. HOLIDAY LIGHTING CONTRACTS – *Clerk Storm-Artis updated that there is one more year for the contracts with Twinkle and Hometown Display*
Discussion took place. No action taken.
11. NEW BUSINESS

- A. LANDSCAPING BIDS OPEN UNTIL MARCH 16, 2026 – *Manager McGrew stated we had only received one interested contact at this time but would present all bids at next regular DDA meeting on March 17, 2026 at 8:30 AM*
Discussion took place. No action taken.
- B. DDA CD REDEMPTION JANUARY 30, 2026 – *Clerk Storm-Artis*
Total interest of \$9,258.89 earned
Discussion took place. No action taken.
- C. DDA REQUEST TO CONTROL 2026 MEMORIAL DAY, MATTAWAN DAYS, AND WINTER HOLIDAY EVENTS – *Clerk Storm-Artis*
Motion by Brooks, seconded by Moyle to send request to council to allow DDA to control 2026 Memorial Day, Concert in the Park, Mattawan Days, and Winter Holiday Events. All members voted in favor. Motion carried.
- D. 2026-2027 FISCAL YEAR DDA BUDGET – *Clerk Storm-Artis presented a proposed budget. Discussion took place.*
Motion by Brooks, seconded by Chipouras to approve an amount not to exceed \$5,000.00 for the Parks Master Plan Update.
Discussion took place.
Brooks rescinded his motion.
Discussion took place.
Motion by Brooks, seconded by Coy to approve an amount not to exceed \$10,000.00 for the Parks Master Plan Update. Roll call vote taken. Brininger, Brooks, Chipouras, Coy, Crooks, Kalinka, Laughlin, Moyle, Penning, and Stuut voted yes. Motion carried 10-0.
Motion by Chipouras, seconded by Brooks to send the amended budget to the Village Council for review and approval with the full Village Budget. Roll call vote taken. Brininger, Brooks, Chipouras, Coy, Crooks, Kalinka, Laughlin, Moyle, Penning, and Stuut voted yes. Motion carried 10-0.
- E. SMALL URBAN PROJECT UPDATE – *Manager McGrew gave update on the upcoming project*
Discussion took place. No action taken.
- F. SWT INVOICE FOR RELEASE OF RETAINAGE IN THE AMOUNT OF \$20,445.84
Discussion took place. No action taken.
- G. CONCERT IN THE PARK
Motion by Chipouras, seconded by Crooks to set the Concert in the Park date on July 23, 2026 from 6:00 PM or 8:00 PM and the DDA to pay \$1,000.00 for the band. All members voted in favor. Motion carried.

12. COMMUNICATIONS

Revenue and Expense Report
Village Council Discussion on Nativity
BS&A Conversion to Cloud

13. COMMENTS FROM VISITORS *None*

14. COMMENTS FROM MEMBERS *None*

15. ADJOURN @ **9:37 AM**
Meeting adjourned without objection.

DRAFT

Butler Boys Lawn & Snow LLC

616 W Michigan Avenue
Paw Paw, MI 49079
269-655-7969

Date:

3-10-26

To:

Village of Mattawan

Bid Request / spring clean up of downtown islands and parking lot

Description	Total
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Option A -	\$3,000. ⁰⁰
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Village reimburses cost of mulch @ 50.⁰⁰ per yard, with Estimated amount need between 10-20 yards.

Total cost of option A covers spring & fall cleanups installation of mulch & monthly maintenance of beds and parking lot.

Option B -	\$4,000. ⁰⁰
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Includes purchasing and laying of mulch, Spring & Fall clean-ups, monthly maintenance of beds and parking lot.

Subtotal;

Thank you & God Bless

Butler Boys

Total Due:

Thank you for your business!



We don't want to just clean your building, We want to Help Manage the Cleanliness of your Facility

27031 60th Ave Mattawan, MI 49071

269-655-5068 : Cfmgroup427@Gmail.com : www.cleanfacilitysmanagementgroup.com

3/11/2026

RE: Proposal for Village of Mattawan-

Spring Cleanup of the Downtown Islands and Parking Lot

Mr. McGrew,

Please see the attached proposal for Spring Cleanup Downtown Islands and Parking Lots.

Please feel free to contact me with any questions.

Thank you for the opportunity to bid

Corey Price

Owner

269-655-5068

PROPOSAL

CLIENT

Village of Mattawan
24221 Front Ave.
Mattawan, MI 49071

CONTRACTOR

Clean Facilities Management
Group
27031 60th Ave Mattawan, MI 49071

PROJECT OVERVIEW

The Client is seeking services for the following: Spring Cleanup of Downtown Islands and Parking Lot. This proposal outlines the Contractor's services, and estimated costs for completing the proposed projects.

DESCRIPTION OF SERVICES

Project Locations:

Front Avenue - between Main and Scott Street

Murray Street From Front Avenue to 2nd Street, including area by the commercial mailbox

Parking Lot at Northeast corner of Front Avenue and Murray Street

Park Signs

Scope of Work: CFMGroup will ensure Spring Cleanup of all islands throughout requested areas for client. April: Clean out, weed, trim shrubs and vegetation in all areas described. Remove dead vegetation, and mulch from islands, CFMGroup will revitalize all islands throughout as well as clean public parking lot with initial cost of \$3,700.00 for all labor and materials.

CFMGroup will maintain a monthly maintenance 1-2 times per month at a monthly cost of \$950.00/month or as needed or at the request of client for weeding, cleanliness and/or adding material to islands as needed as well as monthly cleaning of public lot and cost may vary with prior approval from client for additional materials that may be needed.

CFMGroup will be on call for additional services as needed by the client and will monitor contracted area on a minimum weekly basis

Monthly Maintenance is subject to change as more weather related maintenance may be required for wash outs or overflow of debris throughout parking lot.

End of year clean will be based upon the weather. Schedule for November "Fall Cleanup" is subject to change as weather permits, all islands and parking lot will be cleaned out of dead vegetation and leaves/debris and hauled off site, with estimated of \$1750.00 for final end of year clean up.

Proposed Project Start Date: April 1, 2026

Proposed Project Completion Date: December 31, 2026

TERMS

This proposal is valid for 30 days

NEXT STEPS

To discuss your project further and formalize this agreement, please reach out at:

Clean Facilities Management Group

Corey Price- Owner

269-655-5068

Cfmgroup427@gmail.com

