



Downtown Development Authority
Regular Meeting April 5, 2023 5:30 PM at Village Hall
Meeting Minutes

Call to Order - 5:30 PM - Present: Bierwirth, Chavarry, Zarantenello, Schuttler, Welter, Hinman, Pauly

Absent: Drier, Derucki

- 1. Additions/Deletions to Agenda - Switch items 6 and 9**
- 2. Approval of Agenda - Motion: Bierwirth, Second: Welter - Motion carries**
- 3. Approval of March Minutes - Motion: Chavarry, Second: Hinman - Motion carries**
- 4. Financial Report - Beginning Balance: \$120,862.29
End Balance: 120,862.29**
- 5. Public Comment - Colleen Froehlich asked to speak on item 6.**
- 6. Patios - Village President Smith informed the board that building inspector Ed Carpenter determined that the patios are unusable in their current condition. Colleen Froehlich stated that her carpenter is willing to do the work to repair them, and that she and other merchants are willing to contribute funds to the project. She informed the board that she has a meeting with Ed Carpenter on Tuesday, 4/11 at 9:30 AM. Several board members said they will attend as well to finalize a plan on repairing and installing patios this season. In future seasons, DDA will add a line item for patio maintenance to the yearly budget. A motion was made for the DDA to contribute up to \$1500 to repairs. Motion: Bierwirth, Second: Schuttler - Motion Carries**
- 7. Spring Stroll - The Spring Stroll will be on Saturday, May 27. Board member Chavarry proposed that the DDA allocate up to \$1,000 for the marketing, promotion and music for the Spring Stroll. A motion was made to do so. Motion: Schuttler, Second: Pauly - Motion Carries**
- 8. Social District Update - Chairperson Bierwirth has yet to hear back from Bridgman's City Manager to set up a time to meet. Tabled till next meeting.**
- 9. Three Oaks Welcome Sign - Board member Pauly addressed his concerns of the state of the Welcome Sign in Carver Park. It is in need of some freshening up and potentially updating. Chairperson Bierwirth suggested meeting Parks and Rec Chair Lindsey Clements to discuss ideas for brightening that area of the park.**
- 10. Officer Elections - As well as officer elections, President Smith informed the board of two new appointments: Julie Drier to take Carolyn Drier's seat, whose term is up, and Bryan Volstorf to take Janet Schuttler's seat who is**

resigning. Officers were nominated and elected as follows:

- a. Schuttler nominates Bierwirth to remain as chair, Second by Zarantenello, with a unanimous Aye vote.
- b. Schuttler nominates Derucki as co-chair, Second by Zarantenello, with a unanimous Aye vote.
- c. Bierwirth nominates Chavarry to remain as treasurer, Second by Zarantenello, with a unanimous Aye vote.
- d. Bierwirth nominates Hinman to remain as secretary, Second by Chavarry, with a unanimous Aye vote.

11. Public Comment - None

Adjourn 6:23 PM - Next meeting: June 7 @5:30 PM at Village Hall

Term Expires - April 2023

Suzanna Bierwirth, Chair

Carolyn Drier

Ron Zarantenello

Term Expires - April 2024

Janet Schuttler, Vice Chair

Cristina Derucki

Term Expires - April 2025

Thomas Pauly

Marco Chavarry

Term Expires - April 2026

Johanna Welter

Joseph Hinman - Village Council Liaison