



**REGULAR MEETING, JANUARY 18, 2016**  
**BEGINNING AT 5:30 P.M. AT THE DDA OFFICES**  
129 S. Kalamazoo Street, Paw Paw, Michigan 49079

**Minutes**

Meeting was called to order at 5:35.

In attendance: Pat Lynch, Mary Lou Hartwell, Cindy Mount, Steve Racette, Cindy VanSchoyck, Harold Schuitmaker, Brian Lietzau, Mark Bahnson Ellyn Jones, Larry Nielsen, Mary Springer (DDA Coordinator)

Guest Officer Sam Carlsen.

Sig Strautmanis from General Capital presented for the Berkshire project. Berkshire and the DDA agreed on \$175,000 paid in one lump sum. Autumn House is interested in possibly renting 5000 square feet of space (unofficial). This would benefit the DDA because the DDA would basically sublease over a 15 year period and Berkshire/General Capital would be responsible for the build out.

There was discussion of the tentative lease agreement between the DDA and General Capital.

**MOTION:** To approve the November 16, 2015 meeting minutes was made by Cindy Mount **SUPPORTED** by Pat Lynch. **MOTION CARRIED**

Grants and Loans:

**MOTION:** To approve a BDC grant to Edgin Creations 103 W. Michigan Ave. for \$251.39 for quick books and quick book training was made by Mary Hartwell and **SUPPORTED** by Brian Lietzau. **MOTION CARRIED**

The DDA is currently over budget on the Façade budget so all façade grant requests are on hold until the new fiscal year in March.

Ongoing Business:

Larry provided an update on the Berkshire Project. There was discussion of the draft lease agreement.

**MOTION:** To form a committee consisting of Kelly Page, Gary Stewart, Larry Nielsen and Mark Bahnson was made by Harold Schuitmaker and **SUPPORTED** by Ellyn Jones. **MOTION CARRIED**

The 2016-2017 Budget was discussed. Larry emphasized the need to cut the budget considerably this year due to the changes within the TIF legislation to assure that the DDA can meet established commitments. Suggestions of where to possibly cut back were the Uncork radio ads., foot patrol officer, post card advertizing, flowers, lower grant amount, discontinue the Business Development Grant, and cut backs on some event support. The possibility of selling ads for post cards and on website was considered.

Sid reported that the Chamber is currently in the middle of membership drive and is planning the Annual Dinner.

Mary Springer gave the office report.

New Business:

Cindy Van Schoyck announced the closing of her store "Mosaic". She will be getting married and moving to Lawton but plans to stay active in Paw Paw. She will be resigning from the DDA Board and refunded the grant money she received for the printing of brochures for Mosaic.

Meeting adjourned at 7:23