

**Village of Dansville**  
**Downtown Development Authority**  
**Meeting Minutes**  
**March 7, 2024**

- I. **Call to Order:** at 7:00 P.M. in Dansville Village Hall, 1360 Mason St., Dansville, MI 48819, by President Warvel.
- II. **Roll Call/Present:** Parsons, Ashton, Eifert, Elliott, Hart, P Rutan, C. Rutan, Halsted, Stolz, Hallock, Warvel  
**Roll Call/Absent:** Hershiser, Kuch  
**Guests:** Jacqueline Hutchinson
- III. **Approval of Agenda:** Motion to approve agenda made by Stolz, 2<sup>nd</sup> Elliott. Unanimously approved.
- IV. **Approval of February Minutes:** Motion to approve minutes made by Elliott, 2<sup>nd</sup> P. Rutan. Unanimously carried.
- V. **Payment of Bills:** Motion to approve made by Halsted, 2<sup>nd</sup> Stolz. – Unanimously carried.  

Roll call taken.
- VI. **Communications:**
1. **Clerk/Treasurer Report** – Given and Received
  2. **Village Report** – Given by Village President Hallock
  3. **Township Report:** Given by DDA President Warvel
  4. **School Report:** Given by Clerk Parsons, and Committee Member P. Rutan
  5. **Development Report:** Given by Committee Member Stolz.
  6. **LEAP Report:** Given by
- VII. **Citizens Comments/ Concerns.**

**VIII. New Business:**

- a. **New policy and procedures progression for reporting financial documents.**
  1. **There was a request for more of a breakdown when it came to the financials. Requestions to see expenses being broken down, revenue that is being brought in etc.. The treasurer will create a report to be able to present at the March meeting.**
  
- b. **Championship Signage: Halsted presented the idea of signs being posted on M-36 to showcase the championship teams. A motion was made to approve half of the sign (Total project \$712) \$356 towards the purchase of the road sign made by Warvel, 2<sup>nd</sup> by Elliott. Roll call taken. Unanimously carried.**

**IX. Old Business**

1. **Strategic Plan Completion**
  - a. **The committee went through the Strategic Pillars and addressed things that the DDA will be a part of. The goal is to tackle 1-2 at a time and keep long term ones going.**
2. **Budget: Treasurer Ashton brought to the committee the updated budget. The Committee put a pause on the updated budget until we get further clarification on the budget that was presented. A motion to deny the updated budget until more classifications on certain items made by Halsted, 2<sup>nd</sup> by Hart. Roll call taken.**

7-yays  
2-nays
3. **Village Hall Construction – President Warvel brought one bid to the table and more to come.**
4. **Reference to subjects/Prioritized (DDA land cleanup/ Property purchase requests, food bank.) - Tabled**

**X. Member Concerns/Comments:**

- a. **C. Rutan brought up the grant that could be used to get Bike Racks.**
- b. **A local firefighter brought up the idea of donating to their new fire training prop.**

- c. Halsted brought up that another committee member would like to present the idea of some new flags for the down town area.

XI. Adjourn: Meeting adjourned at 9:36 pm – Motion made by Stolz, 2<sup>nd</sup> H.

A handwritten signature in black ink that reads "Kelsey Parsons". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Respectfully submitted,  
Kelsey Parsons- Village of Dansville/DDA Clerk