

**PROPOSED**

VILLAGE OF KENT CITY  
DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
Monday, July 27, 2009

1. The meeting was called to order by Chairperson Kathy Ignasiak at 7:00 p.m.

Members present: Sally Anderson, Dean Anderson, Andrew Bostwick, Linda Gary, Kathy Ignasiak, Sharon Olson and John Petruska (John arrived at 7:30)

Members absent: Jennifer Carlson.

Others present: Mary Portell.

2. Motion by D. Anderson, 2<sup>nd</sup> by S. Anderson to approve the June 1, 2009 minutes as presented.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

3. Motion by S. Anderson, 2<sup>nd</sup> by Bostwick to approve the agenda as presented.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

4. Public Comment – None.

5. Treasurer's Report – Sally Anderson

The deposits as of 7/27/09 is \$223,348.66. The CD will mature in November.

Motion by D. Anderson, 2<sup>nd</sup> by Bostwick to approve the treasurer's report.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

Motion by Gary, 2<sup>nd</sup> by Olson to table the payment of the bills until John arrives.

Motion by Olson, 2<sup>nd</sup> by Petruska to approve payment of the amount of \$2,887.85 owed to the Village of Kent City.

Roll call Vote:

Ayes: S. Anderson, D. Anderson, Bostwick, Gary, Ignasiak, Olson and Petruska.

Nays: None.

Motion CARRIED

John has requested a breakdown of Invoice #48785 (\$2,224.13) and Invoice #48788 (\$3,762.01) for resurfacing and streetscape work from W&W.

Old Business

- A. Streetscape Project

Grant Process / TEA Application Update – Andrew Bostwick

July 24, 2009 there was a meeting with W&W to review the TEA Application. The application will be sent electronically this Friday.

W&W helped with the verbage. Safe Roots program – enhance walk way to the school – 100% match – do not pay for any reruns. Andrew is over on his hours. The streetscape improvement sketch will be submitted with the TEA Application. The trees are not located in their exact location. The pole on the southeast corner of Main/Muskegon will remain. There was discussion about the bump outs. If we get a denial, we can resubmit.

Construction and UtiliyEasements – A document listing each property and the type of easement if required for the application. Only verbal commitments are required for application. A list of contacts will need to be completed by Kathy, John and Mary.

Budget - \$525,793 Local Funds \$210,793 and Grant Request \$315,000

They would like

Linda mentioned that grants are available for wphy. The township has applied for funding.

New Business – None.

New member search. The question was discussed about Jennifer. Need to more members.

Luncheon or breakfast for the business owners if the grant is approved.

6. The next meeting has been scheduled for Monday, August 24, 2009 at 7:00 p.m.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

Mary Portell, Appointed Secretary