

**VILLAGE OF KENT CITY PROPOSED
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
REGULAR MEETING
Thursday, May 25, 2017**

1. The meeting was called to order at 7:01 p.m. by President Bostwick at 83 Spring Street, Kent City.

Members present: Dean Anderson, Andrew Bostwick, Liz Knapp, Nick Lewis, Sharon Olson and John Petruska.

Absent: Kathy Ignasiak.

Others present: Mary Portell, Appointed Secretary.

2. **Motion** by Petruska, 2nd by Anderson to approve the meeting minutes as presented.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

3. **Motion** by Petruska, 2nd by Lewis to approve the agenda with the additions of PPT.

Vote: 6 Ayes; 0 Nays.

Motion CARRIED

4. Public Comment – None.

5. Financial Report

The bank balances were reported from the 2/28/17 audit.

\$51,105.00

Motion by Knap, 2nd Anderson to approve payment for the amount of Two hundred nine and 89/100 (\$209.89) to reimburse the General Fund

Roll call Vote:

Ayes: Anderson, Bostwick, Knapp, Lewis, Petruska, and Bostwick.

Nays: None.

Motion CARRIED

Personal Property Taxes – The state is allowing to recapture for 2017, deadline is June 15th. Still waiting for tax information from assessor. Mary contacted the state treasury office to confirm capture when a business files -0- exemption. The base amount is recorded as a negative Grice's Pharmacy SEV 2,600. Captured value is not zero, it is (2,600). Therefore, the DDA is not capturing the total SEV amount on those properties that do have a positive capture.

6. Business

A. The following officers were elected by motion of Petruska, 2nd by Anderson:

President: Andrew Bostwick

Vice President: Dean Anderson

Secretary: Sharon Olson

Treasurer: Nick Lewis

Motion CARRIED

B. Council has contracted Callen Engineering to prepare bid to extend the sidewalk from Arc Archer to the Dollar General property. Need easements, drainage issue at the open ditch. \$9,000 for engineering / \$40,000 estimate for sidewalk. Dollar General's project timeline is 86 days from start to finish for the building. Almost all of the property tax will be captured by the DDA

which will begin in 2018. Estimate a capture of \$5,600. Several funding sources were discussed for the sidewalk. DDA should anticipate a request from the council to help fund the sidewalk.

- C. Movie Night ~ Liz proposed we table it until next year. Need more lead time and to advertise. \$1,000 investment. John suggested to schedule it with Fall Festival. Need to schedule it when attendance would be good ~ not compete with Friday night football.
 - D. Short / Long Term Goals - Proposal by Petruska to reserve \$500 for a Halloween event held in S. Main Street pavilion. Pumpkin carving / Trunk or Treat. October 31st is on a Tuesday. Property owners of the parking lot (Brown's, Grice's and Township) need to be notified about the event. Long Term – There was discussion to relocate the library at the old Baptist Church building on N. Main Street. Rural Development funds are available for a community center/library. Liz stated there is a feasibility study being conducted on the old Baptist Church building. Township anticipates a millage vote to relocate. Contact Supervisor Sarachman on this issue.
 - E. These properties are for sale: 20 S. Main – \$60,000 (barbershop) / 97 S. Main \$30,000 (J & T Sales).
 - F. Next meeting will be scheduled per agenda items.
 - G. Two Vacant Positions - John contacted Shannon at Grice's before the meeting.
7. **Other Comments** - George Brown has serious health issues. Phase III of Chary Development is for sale.
8. **Adjourn** – Chairman Bostwick adjourned the meeting at 8:28 p.m.

Respectfully submitted,

Mary Portell, Appointed Secretary