

VILLAGE OF KENT CITY
DOWNTOWN DEVELOPMENT AUTHORITY MEETING
REGULAR MEETING
Thursday, April 19, 2018

1. The meeting was called to order at 7:00 p.m. by Chairman Bostwick at 83 Spring Street, Kent City.

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

Absent: Kathy Ignasiak.

Others present: Mary Portell, Appointed Secretary.

There was an introduction of Mr. Crabtree.

2. **Motion** by Petruska, 2nd by Lewis to approve the meeting minutes for February 15, 2018 with a change under A. February of 2017 is 2016.

Vote: 7 Ayes; 0 Nays.

Motion CARRIED

3. **Motion** by Petruska, 2nd by Lewis to approve the agenda with no changes.

Vote: 7 Ayes; 0 Nays.

Motion CARRIED

4. Public Comment – None.

5. Financial Report

The bank balances for 3/31/18: checking \$66.00 and savings \$60,025.49 (12/29/17) It is noted the Village Treasurer paid the bond due April, 2018.

There were no bills.

Summer tax capture will be deposited in August. Question was raised what our actual capture will be. Waiting for figures from the accessor. This went into discussion of changes with capture. There will be capture on Dollar General. KDL has purchased 106 N. Main Street ~ no DDA capture. 7 E. Muskegon - Master Supply (hdwe) closed last month and the building is for sale. 91 S. Main Street, the property owner passed away. The dilapidated building conditions of 7 E. Muskegon and 91 S. Main were discussed. DDA could purchase those two buildings, and clear the property to make it more attractive for a business to purchase. DAF Plastics Company purchased Kent Power. The 2011 Bond Debt will be paid in 2026. There were 8 new homes built last year. The various organizations that set the identity of the village: village, township, KDL, DDA ~ the bank. There was a discussion of hiring a part-time community planner. That person could stay in touch with the businesses on a regular basis. Question was asked if Elizabeth Morse, Chamber of Commerce Director for Sparta, would be interested or have the time. Members agreed to do another survey again “What Do You Want in K.C?” Details will be discussed at the May 17th meeting. Obtain emails of the businesses and submit the information per that avenue.

6. Business

A. The state has adopted a new chart of accounts ~ Mary will have an updated budget.

B. Amendment 2 of the Façade Grant Program will be available upon request but the members didn't feel it needs to be included in the application. Property listings are the current property rolls. There were no other changes. There are no grant applications to consider at this time and will continue to be done on a case-by-case basis.

C. Events:

- K.C.H.S. Band – John Petruska is coordinating with the band director.
- Fall Festival – September 8th. Kent Power is selling the property south of Spring Street. John is working out parking details for the tractor pull with the new owners. Kids Street Fair may move with the sale of 106 N. Main Street. Cindy Watson retired so John needs someone to sell ads and do the program.
- Halloween – advertise the Trunk or Treat at the July event.

National Honor Society students are a source to help with the events. Because most everyone on the DDA Board is employed full-time, Chairman Bostwick stated there needs to be a person who can keep DDA active with façade grant, events, etc.

7. **Other Comments** - None

Next meeting date: May 17th.

8. **Adjourn** – Chairman Bostwick adjourned the meeting at 8:31 p.m.

Respectfully submitted,

Mary Portell, Appointed Secretary