

**DOWTOWN DEVELOPMENT AUTHORITY**  
**VILLAGE OF KENT CITY – MEETING MINUTES**  
**Tuesday, June 22, 2021**  
**6:00 p.m.**  
**83 Spring Street, Kent City MI**

1. Chairman Fulton called the meeting to order at 6:01 p.m.  
Members Present: Jason Fulton, Liz Knapp, Nick Lewis, Kait Maksimas, and Bert Rose.  
Members Absent: Glenn Crabtree, Sharon Olsen, and Kathy Ignasiak.  
Others present: Ashley Scudder; Amanda Johnson and Jim Finkler, Blue Tree Market; Randy Clay.
  
2. **Motion** by Rose, 2<sup>nd</sup> by Lewis to approve the April 27, 2021, meeting minutes with no changes.  
Vote: 5 Ayes; 0 Nays. Motion CARRIED
  
3. **Motion** by Knapp, 2<sup>nd</sup> by Lewis to approve the agenda with an addition of Halloween Festival.  
Vote: 5 Ayes; 0 Nays. Motion CARRIED
  
4. Public comment – Blue Tree Market, Farmer’s/Artisian Marker, report from Johnson and Finkler.
  
5. Finance Report – Balance as of 5/28/2021  
**\$233.08    Checkbook Balance**  
**\$ 98,495.47    Savings Balance**
  
6. Business
  - A. **Tree Trimming-** Quote from Cut It Clean Stump & Tree Removal presented for the trimming and shaping of 18 maple trees, originally planted by the DDA, for \$2,000.00.  
**Motion** by Lewis, 2<sup>nd</sup> by Rose to accept Cut It Clean Stump & Tree Removal’s proposal for \$2,000.00.  
Vote: 5 Ayes; and 0 Nays. Motion CARRIED
  
  - B. **Veneer Stone Replacement** – Three quotes from Elite Masonry, BBS Masonry, LLC, and A&H Masonry, presented informationally for removal and replacement of all veneer stone. Elite Masonry, quoted \$30,175.00, and would remove and replace stone veneer using laticecrete mortar, and

grout joints between stone with new type S mortar. BBS Masonry, LLC quoted \$40,530.00, for removal and replacement with an allowance of \$9.00 for flats and \$11.00 for corners, stones installed with Highbond. One year guarantee from initial job completion date. A&H Masonry quoted \$23,550.00, to remove existing stone and replace with an \$8.00 stone allowance, installing with metal lath. Further discussion to take place at next meeting, July 27, 2021.

- C. **Welcome Sign**–Kathy, no report.
- D. **Outside Vendor Fee**- The Village of Kent City enforces Ordinance No. 11, An Ordinance to Fix and Regulate the Collection of Certain Licenses Taxes in the Village of Kent City and to Regulate the Issuing of Licenses not Otherwise Provided for. Per this Ordinance, temporary vendors are required to obtain a license from the Village Clerk and pay the following applicable fee: \$2.00/day, \$15.00/month, \$30.00/six months, \$50.00/year. **Motion** by Maksimas, 2<sup>nd</sup> by Lewis, for the DDA Chairman to write a letter of support to the Village Council for the change of the current ordinance to waive individual vendor fees for Village approved events.  
Vote: 5 Ayes; and 0 Nays. Motion CARRIED
- E. **Fireworks Update**- Kait has place advertisements in Sparta and Cedar Springs papers, on a donation by Jason Fulton. Fireworks are scheduled to begin around dusk- 9:30/10:00 p.m. Spring Street will be closed at 6:00 p.m. for festivities, including touch-a-truck (firetruck), crane, food trucks, Algoma Christian Band, and Blue Tree Market. Donations have been made from Granger for waste containers, and Kerkstra and Jason Fulton for portable restrooms.
- F. **Act 57 Meeting** – Scheduled for July 27, 2021. Notices will be sent for the next DDA meeting to comply with Act 57 open meeting requirements.
- G. **Next Meeting Date**- July 27, 2021, 6:00 p.m.
- H. **Halloween Festival**- Bert to get date for Village Halloween activities, to be added to next Village Council Agenda. Liz to contact Tyrone Township regarding use of their building. Take home kits and activities for kids are to be provided. More discussion to follow.

7. Other Comments- None.

**Motion** by Lewis, 2<sup>nd</sup> by Rose to adjourn the meeting at 6:51 p.m.

Respectfully submitted,  
Ashley Scudder