

**DOWTOWN DEVELOPMENT AUTHORITY
VILLAGE OF KENT CITY – MEETING MINUTES**

Thursday, February 17, 2022

6:30 p.m.

83 Spring Street, Kent City MI

1. Chair, Crabtree called the meeting to order at 6:30 p.m.
Members Present: Glenn Crabtree, Nick Lewis, Bert Rose, David Kieft, Dennis Kaminski, Kathy Ignasiak, Liz Knapp, Sharon Olson.
Members Absent:
Others present:

2. **Motion** by Lewis, 2nd by Kaminski to approve the January 18, 2022, meeting minutes as presented.
Vote: 8 Ayes; 0 Nays. Motion CARRIED

3. **Motion** by Rose, 2nd by Lewis to approve the Agenda with the addition of: Business C. Updated Signature Cards – Choice One.
Vote: 8 Ayes; 0 Nays. Motion CARRIED

4. Public comment – None.

5. Finance Report – Balance as of 12/31/2021
\$ 212.08 Checkbook Balance
\$ 144,626.49 Savings Balance

6. Business
 - A. **Approval of Bills**
Motion by Lewis, 2nd by Olson to approve payment to A. Scudder for One hundred twenty (\$120.00) dollars and 00/100 for DDA office work.
Roll Call Vote: Ayes: Crabtree, Lewis, Ignasiak, Knapp, Kieft, Rose, Olson, Kaminski.
Nays: None. Motion CARRIED.

Motion by Rose, 2nd by Kieft to authorize Crabtree to approve payment under Five hundred (\$500.00) dollars and 00/100 of Hillard Electric once invoice and services are explained. Hillard Electric invoice total is Two hundred thirty-one dollars (\$231.51) and 51/100.
Roll Call Vote: Ayes: Crabtree, Lewis, Ignasiak, Knapp, Kieft, Rose, Olson, Kaminski.
Nays: None. Motion CARRIED.

B. Approval of 2022/2023 DDA Budget

Motion by Rose, 2nd by Lewis, to approve DDA Budget with change of Misc./Events to \$1,000.00 from \$500.00.

Vote: 8 Ayes; 0 Nays.

Nays: None

Motion CARRIED.

C. Updated Signature Cards – Choice One

Motion by Kieft, 2nd by Lewis to remove current individuals from signature cards at Choice One Bank and add the following signers: Deb Forth, Glenn Crabtree, Bert Rose.

Vote: 8 Ayes; 0 Nays.

Motion CARRIED.

D. Next Meeting- Tentatively scheduled for March 17, 2022, at 6:30 p.m.

7. **Motion** by Ignasiak, 2nd by Rose to adjourn the meeting at 7:23 p.m.

Vote: 8 Ayes; 0 Nays.

Motion CARRIED.

Respectfully submitted,
Ashley Scudder, Appointed DDA Secretary