

**DOWTOWN DEVELOPMENT AUTHORITY
VILLAGE OF KENT CITY – MEETING MINUTES
Thursday, September 15, 2022
6:30 p.m.
83 Spring Street, Kent City MI**

1. Chair, Crabtree called the meeting to order at 6:33 p.m.
Members Present: Glenn Crabtree, Kathy Ignasiak, Dennis Kaminski, Liz Knapp, Bert Rose
Members Absent: Dave Kieft, Nick Lewis, Sharon Olson
Others present: Merry Barron

2. **Motion** by Knapp, 2nd by Rose to approve the August 18, 2022, meeting minutes as presented.
Vote: 5 Ayes; 0 Nays. Motion CARRIED.

3. **Motion** by Ignasiak, 2nd by Rose to approve the Agenda as presented.
Vote: 5 Ayes; 0 Nays. Motion CARRIED.

4. Public comment – None.

5. Financial Report
 Checking Account: \$193.08
 Savings Account: \$75,153.64

 DDA Capture Report presented. Total Capture for 2022 - \$36,884.53

6. Business
 - A. **Motion** by Kaminski, 2nd by Knapp to authorize payment of monthly bills in the amount of Seven Hundred Forty Eight (\$748.50) dollar and 50/100.
Roll Call Vote: Ayes; Crabtree, Kaminski, Ignasiak, Knapp, Rose.
Nays: None. Motion CARREID.

 - B. **Christmas Decorations**
Motion by Knapp, 2nd by Rose to authorize Ignasiak to spend additional five hundred (\$500.00) dollars on rope lights if necessary, within the next two weeks.
Roll Call Vote: Ayes; Ignasiak, Kaminski, Knapp, Rose, Crabtree.
Nays: None. Motion CARRIED.

C. **Halloween Event**

Star Customs is hosting event in his parking lot. Library will decide on craft. Cups, lids, and napkins for hot chocolate.

Motion by Ignasiak, 2nd by Knapp to purchase cupcakes for the Halloween Event from Tom's Bakery per estimate provided in the amount of Three Hundred Sixty (\$360.00) dollars for Four Hundred and Eighty (480) cupcakes.

Roll Call Vote: Ayes; Kaminski, Ignasiak, Knapp, Rose, Crabtree.

Nays: None.

Motion CARRIED.

D. **Next Meeting**

Thursday, October 20, 2022, at 6:30 p.m.

7. **Motion** by Ignasiak, 2nd by Rose to adjourn meeting at 7:10 p.m.

Vote: 5 Ayes; 0 Nays.

Motion CARRIED.

Respectfully submitted,

Ashley Scudder, Village Clerk