

**VILLAGE OF KENT CITY            PROPOSED  
DOWNTOWN DEVELOPMENT AUTHORITY MEETING  
REGULAR MEETING  
January 17, 2019**

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

Members present: Andrew Bostwick, Glenn Crabtree, Kathy Ignasiak, Liz Knapp, Nick Lewis, Sharon Olson and Bert Rose

Absent: Dean Anderson.

Others present: Mary Portell, Appointed Secretary.

2. **Motion** by Crabtree, 2<sup>nd</sup> by Lewis to approve the September meeting minutes as presented.

Vote: 7 Ayes; 0 Nays.

Motion CARRIED

3. **Motion** by Ignasiak, 2<sup>nd</sup> by Knapp to approve the agenda with discussion to include trees with the proposed budget.

Vote: 7 Ayes; 0 Nays.

Motion CARRIED

4. Public Comment – None.

5 Finance Report: Account Balances as of 12/31/18 Checking \$289.00. Savings \$95,150.15. 2011 Bond Debt \$4,515.35. An amount of \$8,651.51 was billed to the township for the winter taxes.

Motion by Knapp, 2<sup>nd</sup> by Crabtree to approve payment of the bills for One thousand, Three hundred six and 96/100 (\$1,306.96).

Roll call Vote:

Ayes: Crabtree, Ignasiak, Knapp, Lewis, Olson, Rose and Bostwick.

Nays: None.

Motion CARRIED

6. Business

A. Liz will look for a picture with a person sitting in the pavilion to update the DDA brochure.

B. Survey Results ~ 2 were turned in ~ want a grocery store/parking lot for Grice's, the township and the professional building needs the holes fixed / main street is narrow for getting out of your vehicles. The surveys will be mailed with the summer tax bills and newsletter.

C. Halloween Fest ~ Liz reported that the Halloween fest went really well this year. Flyers helped recruit ~ thank you Sharon. Had more Trunk & Treaters. Additions for next Year: Need more lighting in the back of the parking lot. DDA will purchase 4 boxes of pumpkins and put them in the village parking lot. Kids can get them for free to carve and put them along Main Street for a Parade of Carved Pumpkins at 4:00 on Halloween. We'll put a notice in the newsletter. Glenn mentioned there is a Kent City Communications & Events that posts events.

D. The proposed budget was discussed and determined. The trees on Main Street were to be trimmed. Andrew read a letter of recommendation from Bartlett Tree Experts for Pest Management and Pruning. If they are pruned, it will need to be done regularly \$2,089.00. Pest Management would suppress the growth. Confirm if the trees planted were per the specs before inject/implant treatment. Opinion is to replace them.

E. Act 257 ~ Andrew read the requirements that need to be put on the website.

F. GVMC Rural Tip Subcommittee 12/11/18 – Andrew attended the meeting. This subcommittee chooses the roads that are going to be repaired ~ where the money is spent. They meet every 3 years.

G. Election of Officers – Dean Anderson’s letter of resignation was read. He is on the Sparta Fire Board now. Election will be on the next agenda.

H. Andrew shared with the members his busy schedule due to work and personal reasons ~ should he stay in the chair position. He knows there are long term goals and maybe the board would be better served by a President that in the village. Members felt Andrew has passion for the goals and has accomplished those. Members highlighted Jan Richardson’s comments from the August meeting ~ do 3 things a year, start small and keep adding.

Recap: Focus on Façade and a few events.

I. Next meeting date: February 21, 2019  
Discuss Meet & Greet tentatively the 3<sup>rd</sup> week in March  
Trees  
Election of Officers

7. **Other Comments** – None.

8. **Adjourn** – Chairman Bostwick adjourned the meeting at 9:37 p.m.

Respectfully submitted,

Mary Portell, Appointed Secretary

