



Kingsley Downtown Development Meeting
207 South Brownson Ave, Kingsley, MI 49649

12.4.2023 6:00pm

Meeting called to order at 6:00p by DDA President / Chair Max Anderson

Roll Call: Allman X, Anderson X, Ascione X, Ashmore X, G. Bogart X, Burke AB, McKellar X, Sieffert AB, Lajko X, Steele X.

- *Motion to amend the agenda to add 2024 calendar under new items.*
- *Note: Ascione entered meeting at 6:03p*

Motion by MCKELLAR Seconded by ASHMORE to accept the agenda as amended. All approved.

Meeting Minutes to be approved:

2/6/23 Regular Meeting (amended)

2/22/23 Special Meeting Minutes

2/22/23 Special Meeting with Closed Session

4/3/23 Regular Meeting Minutes

4/3/23 Regular Meeting Minutes Closed Session

5/18/23 Special Meeting Minutes

6/21/23 Special Meeting Minutes

8/7/23 Regular Meeting Minutes

9/25/23 Special (Joint) Meeting Minutes

Motion by MCKELLAR Seconded by ALLMAN to approve minutes. All approved.

Reports from the Board

1. Village Council -Kaitlin update. November meeting to discuss road commission changes for hookup to water/sewer and updates coming to the village.
2. Village PC- Reviewing chicken ordinance. There has been an uptick in people being pro-chicken. To be discussed in January.
3. Township Board- Master Plan in progress
4. Township PC- N/A
5. Other – N/A

New –

2024 Budget Presentation-Marc McKellar:

March 1, 2024-Feb 2025. Noted tiff captures are estimated to be conservative numbers. Website/Advertisement new line item added. Always spent as part of the budget by never itemized. Land Bank reimbursement- amount paid with the balance to follow in Jan 2024.

Rate Shopping-Marc will check rates to see what Forest Area is currently offering.

Discussion around budgeting for wayfinding signs and future employee needs surrounding RRC certification. We previously approved money towards wayfinding signs. Adding line item to budget recommended by Marc, to specify “wayfinding signs.”

A meeting is set with Land bank in January to discuss further expenditures. Marc and Max will attend and any other board members who wish to join, are welcome.

Motion to make an amendment to budget to add two additional line items under expenditures. One for \$12,500 for wayfinding signs, and RRC Consultant for \$17,500. Adjust monies held in reserve from \$202,122.94 to \$172,122.94.

Motion by MCKELLAR Seconded by ALLMAN to add line items.

Roll Call: Anderson Y, Allman Y, Ashmore Y, McKellar Y, Lajko Y, Steele Y, Bogart Y, Ascione Y.

All approved.

2024 DDA Meeting Calendar:

Meetings to be set up for even months beginning in Feb 2024. First Monday of the month. February will be our administrative meeting.

Motion by MCKELLAR Seconded by ASHMORE to approve 2024 meeting calendar.

Old –

John's Auto Update:

Closing is set for January 4th. Please note, John is going to operate as long as possible, and he will announce closure when the time comes. The message is John's Auto is still open for business! RFP-Get developer involved soon, more to come on future meeting dates.

Communications-

Village/Kaitlin Update:

- Mac N Cheese cook-off 3-4pm, Saturday the 9th, just before The Rock Santa. Craft show in Kingsley at the school same day. 5:30p Christmas Tree Lighting.
- Strategic Plan meeting
- Business Coffee this week, DDA Members are invited.
- Newsletter going out soon

Marketing Update:

- Social Media Update
- KTOWN Youth Advisory voming soon
- Traverse Magazine feature
- Radio Spots for Playoffs and championship
- Forest Area Debit card promotion
- Holiday Cards

Public Input:

Stacey Walton from Chickadees Update-new hairstylist and makeup artist coming to previous Folk School space. Ice cream business officially opening in April. Stag superstore coming to Chickadees. Community Newsletter ideas.

Motion by MCKEALLR seconded by BOGART to adjourn at 6:57p. All approved.

2024-2025 Budget

Revenues	Proposed 2024-2025	
TIF GT County 2024 March 1, 2024-End of Feb. 2025	30,000.00	
TIF Village of Kingsley from March 1, 2024-End of Feb. 2025 *Due September 2024 usually paid by December	38,000.00	
Balance in shares	Savings 135,440.32 Checking 100,182.62 TOTAL 235,622.94	
TOTAL REVENUES	303,622.94	

Expenditures	Proposed 2024-2025	
Economic development	35,000.00	
DDA Consultant	6,000.00	
Accounting	3500.00	
Website/Advertising	3000.00	
Land Bank reimbursement	54,000.00	
Monies held in reserve	202,122.94	
TOTAL EXPENDITURES	303,622.94	