



Kingsley Downtown Development Meeting  
207 South Brownson Ave, Kingsley, MI 49649  
**2/3/2025 Time: 5:30pm**

Meeting called to order at 5:43pm by DDA President / Chair Max Anderson

**Roll Call:** Allman X, Anderson X, Ascione X, Ashmore X, Burke AB, McKellar AB, Lajko AB, Steele X.

***Motion by Ashmore seconded by Allman to accept agenda as presented. All Approved.***

***Motion by Allman seconded by Ashmore to accept DDA Minutes from 1/6/2025 All Approved.***

Reports from the Board:

1. Village Council- Charlie Jetter Updates. Budget process ongoing. BS&A/Christina is willing to take DDA on as a client to help us get financials and audit items more organized. Wade Trim being engaged for future sewer cleaning services. Possible grants available for updates needing to be made. Ordinance/Outline for sidewalk clearing in the winter.
2. Village PC- Jim Tiffany/Update on Development. No movement at this time.
3. Township Board- N/A
4. Township PC- Officer Election. Voice/Garfield parcel for storage units and special use permit.
5. Other-N/A

New Business:

1. **Kingsley Local Sale:** Security Agreement Review. Questions posed about what happens through sale of business. Discussion to be had with Pete Kirkwood about balance still owed.
2. **Farmer's Market Signage:** Signs need updating with DDA sponsorship. DDA to pay the cost for these.

***Motion by Allman seconded by Steele to spend up to \$150 for 10 new signs for Farmer's Market, design and verbiage to be approved by Jena.***

**Roll Call:** Allman Y, Anderson Y, Ascione Y, Ashmore Y, Steele Y. **All Approved.**

Old Business:

1. **CIB Consultant Update** –Maxwell and Max to meet with Networks Northwest to finalize details before CIB moves forward. (Report Included in minutes). Mock-ups for space use to start with community planning piece. DDA Members invited to join the call; February 5<sup>th</sup> at 2pm.

Communications:

1. Village Update – Reminder for business coffee, February 5<sup>th</sup> @ 7am.
2. Marketing Update – Newsletter at Village, DDA has interest in joining for the upcoming issue.

Financial Reports- n/a Treasurer Absent

Other: - Heritage Days/Adam's Fly Festival Update

***Motion by Allman seconded by Steele to adjourn at 6:33pm. All approved.***

Good afternoon Max,

Per our conversation last week, here is our project update for this evening.

- Team members met on 1-23-2025 and discussed a number of tasks related to the project and assigned responsibilities to specific members of both the client team and the consultant team.
- The client team will be scheduling a meeting with MEDC and Network Northwest to discuss potential graphic visions for the DDA properties as part of the master plan update that will ultimately be provided to the consultants for consideration of potential redevelopment activities.
- Consulting team discussed multiple versions of Tax Increment Financing tools under Act 57, Act 381 and Act 381 as amended to include housing.
- Consultant team is preparing an analysis of the different TIF options depending on the final development scenarios that may result from the site vision from the master planning process.
- A follow up meeting was scheduled for the end of February to check in on the status of the tasks identified above.

Please let me know if I have missed anything or if there are any additional questions. Have a great day and a great meeting!

Justin Sprague  
Principal, Vice President



17195 Silver Parkway, #309

Fenton, Michigan 48430

810-919-2901

sprague@cibplanning.com

2025-2026 Budget

Revenues	Proposed 2025-2026	
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 195113.73 Checking 19075.17 (8500.00) (7500.00) TOTAL 198,188.90	Approved (Dance Co.) not paid Approved (Farmers mkt) not paid
<b>TOTAL REVENUES</b>	<b>266,188.90</b>	

Expenditures	Proposed 2025-2026	
Economic development	7000.00	
DDA Consultant	6,000.00	
Professional fees	2500.00	
Accounting	4500.00	
Website/Advertising	3000.00	
CIB-DDA land bank dev. consultant	57,689.00	
Farmers Market	7500.00	
Progressive A/E- Portion of consultant	22,982.50	
Land Bank expenses as needed	25,0000	
Monies held in reserve	130,017.40	
<b>TOTAL EXPENDITURES</b>	<b>266,188.90</b>	