



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

8/4/2025 Time: 5:30 pm

Meeting Called to order @ 5:37p by Max Anderson.

Role Call: Allman X, Anderson X, Ascione AB, Ashmore X, Burke AB, McKellar X, Lajko X, Steele AB, Quinn X.

Welcome Ryan Quinn! Ryan was appointed by council-

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

Motion by Lajko seconded by Allman to accept the meeting minutes from 5.5.2025. All Approved.

New Business- N/A

Old Business:

1. **J&S Hamburg Grant Request-** The J&S ask is for grant only money. They are not in need of a loan currently. Financially speaking on a grant level, the DDA has a very limited budget due to the ongoing John's Auto project. We did set a line-item budget for economic development but do not feel comfortable increasing that amount at this time. The DDA would like to contribute to the opening of J&S in some way. Discussion around room for marketing/campaign where we advertise on behalf of our DDA businesses. Look at adding this as an agenda item at a future meeting.

2. **Update on CIB Consultant-** Email from Justin Sprague dated 8/4/2025; Partners Eric and Justin are engaged in multiple aspects of the project. They have identified that there are infrastructure and utilities located in the alleyway that would be potentially affected by the proposed development and we are looking at alternatives to address those utilities. They are also seeking development agreements for properties to the west of the primary focus area to address the potential issues. Zoning for downtown is coming together for the updated zoning and appears to be supportive of the redevelopment opportunity. Eric is going under contract with the GT Land Bank Authority to help manage the demolition grants that were awarded for this project. Eric has the quote and is sending over to Maxwell then they will engage and complete, likely in the spring. Design potential has been discussed. Marc will like DTE to come and assess and quote out electrical changes needed in the alleyway. He would like something in writing in order to make a decision.

Communications:

1. **Village Update-** Charlie needs some guidance on what we are going to do with light polls on Park St. (By the KI). According to the succession plan from Kaitlyn when she departed these are owned by DDA and their responsibility. They are currently not operational. Action item needed. Windemuller came out and looked to determine what was needed. Invoice provided for that work, total was \$1276. DDA is asking for more information with total for a final fix to either maintain or demolish light polls. The question is, does DDA need to be paying for this or should the owner of the private development pay for this. Who is ultimately responsible? Charlie will get quote for future options.
QR Code/Business Advertisement- In the park for DDA business advertisement. Charlie will get with Jena. The DDA is in support of this. The suggestion is to create a QR code that links to a landing page on the DDA website with business contact information due changes in the future.
Irrigation- When they put in the new curbing, the irrigation was torn up and needs repairing. DDA is asking why Wade-Trim would do this and not repair it and use more caution. Marc wants to go back to them and ask for a fix. Should we remove the irrigation or repair if it is an option. The Village is going to pay for the repair in the park. Bid will be needed before the DDA makes a decision.
RRC- Should be completed in October. DDA previously approved an expenditure of \$22,982.50 for costs and it is due. Invoice to Marc to be paid.
Audit- Sierra was paid by Village but not reimbursed by DDA for last years market costs. During the audit, it was found that DDA does need to reimburse. DDA needs to review checks written and bank account to confirm before reimbursing. Audit findings- DDA needs better record keeping with finances. The Village has offered these services though

the Clerk for a fee. DDA and Village are considering a new auditing company. We have been with the same company for several years and it may be time for a change.

South Brownson Update- Blair St wrapped up by the end of this week. Tentative August 25th date, target to complete this before school is open.

Motion by McKellar seconded by Allman to pay \$1276.00 to Windemuller.

Role Call: Allman Y, Anderson Y, Ashmore Y, McKellar Y, Lajko Y, Quinn Y, All Approved.

Marketing Update- N/A, Jena Absent

Reports from the Board:

1. Village Council- The park is a success! Positive feedback from Kingsley Community Days. Nice boost to the community. Ordinance Changes from Progressive as part of the RRC project.
2. Township Board/PC- N/A
3. Other-N/A

Financial Reports-

Public Input- Ice Cream Social for J&S this week! Grand Opening TBD.

Other- Escalante Update- August 11th the council will meet with Paradise to try to agree on the 425 plan. Outcome unknown on this time. August 27th planning session with county commission scheduled.

Motion by McKellar seconded by Allman **to go into CLOSED SESSION to discuss potential real estate purchase.**

CLOSED SESSION

Out of Closed Session @ 7:18p

Motion by Allman seconded by Lajko seconded by to adjourn @ 7:18p



WINDEMULLER

1176 Electric Avenue | Wayland, MI 49348

P: 616.877.8770 | F: 616.877.8700

windemuller.us

Work Order Invoice 244717

Bill to: Village of Kingsley 207 S. Brownson Ave. P.O. Box 208 Kingsley, MI 49649	Job Address: Village of Kingsley 207 S. Brownson Ave. Kingsley MI 49649
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Invoice #: 244717	Date: 07/31/25	Customer PO#: Verbal Norman
Payment Terms: 20 Days From Receipt	Customer Code: VILKIN	

Remarks: Village of Kingsley WO# 141450

Quantity	U/M	Description	Pay Type	Unit Price	Extension
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Progressive Invoice for electrical service provided to troubleshoot street lights on Park Street that were inaccessible in January due to frozen ground, and also check breaker box at community bathrooms.

Technician Notes:
7/02/2025

- traced cable from service to the first light pole
- found a fault in the wire about 4 feet away from the light pole
- repaired fault and turned on the breaker with the photo eye taped up; it did not restore power to the light.

7/03/2025

- traced and tried to fault find again could not locate the other fault
- needs new feed from service to the first light pole
- the underground cable is likely compromised in several more locations down the line as well the yard boxes by the poles are completely filled with dirt

12.00	HRS	Electrical Technician	Regular	103.00	1,236.00
		Administrative Fee			40.00
					1,276.00

Invoice Total: **1,276.00**

Print Date: 07/31/25

To pay by Credit Card, please call (616) 877-8770 or (231) 935-4800.
 To pay by check, please mail to Windemuller Electric 1176 Electric Ave. Wayland, MI 49348

