



Sandra Katje, Chair
Jon Koets, Vice Chair
Jeffrey Townsend, Secretary
Ben Martin, Township Supervisor
John Gisler, County Commissioner
Evan Kowalski, Member
Andy Schippers, Member
Anne Summerfield, Member
Keith Wilcher, Member
Steve Deisler, DDA Director

**DOWNTOWN DEVELOPMENT AUTHORITY
BOARD MEETING
NOTICE OF AGENDA**

Wednesday, January 8, 2025

5:30 p.m.

**COMSTOCK TOWNSHIP HALL
5858 King Hwy.
Kalamazoo, MI 49048**

1. Call to Order
2. Approval of Agenda
3. Approval of November 20, 2024, Meeting Minutes (attachment)
4. Public Comment
5. Revenue/Expenditure Monthly Report (attachment)
6. Old Business / DDA Board Action -
 - a. Adoption of the 2025 DDA Budget (attachment)
 - b. **Public Act 57 – 2024 DDA Informational Report Presentation**
7. Committee Updates / Action Items
 - a. Economic Development, Marketing & Outreach Committee (**Supervisor, Summerfield, Katje**)
 - Comstock Center Riverfront Redevelopment Project Update – (attachment)
 - Funding Resources Update –
 - ISG Grant Update
 - Façade Improvement Program – Hair Plus Salon Application (attachment)
 - DDA Website and Facebook Page Update
 - b. Beautification/Maintenance/Infrastructure Committee (**Koets, Schippers**)
 - c. Events/Special Program Committee (**Katje, Kowalski, Gisler**)

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- Merrill Park Winter Ice Rink Scheduled

d. Executive/Administration Committee (**Katje, Koets, Townsend, Deisler**)

- Action – DDA Nominating Committee (handout)
 - Appointment of Andrew Schippers to New Term
 - Election of Officers
 - Appointment of Sub-Committee Members

8. New Business

9. Board Member Comments

10. Adjourn

Mission Statement: The Comstock Center DDA will aim to provide a friendly and welcoming downtown which will enhance and honor our history while promoting cultural, business and recreational opportunities that attract businesses and residents.



**REGULAR MEETING OF THE
CHARTER TOWNSHIP OF COMSTOCK TOWNSHIP
BOARD**

MONDAY, FEBRUARY 24, 2025 at 6:00 PM

NOTICE AND AGENDA

**5858 KING HIGHWAY
KALAMAZOO, MI 49048**

I. Call to Order

II. Pledge of Allegiance to the Flag of the United States of America

III. Approval of Agenda

- Motion to Approve Agenda

IV. Public Comments(s) on Agenda and Non-Agenda Items

A citizen shall state his/her name and address and may speak only one time, for no more than three (3) minutes. This time may not be given to another citizen to extend their time. During this time, you will be making statements to the Board, without discussion from the Board members, but you are welcome to make an appointment with the Supervisor or Superintendent to discuss your comments further (their contact information is located by the door).

Approved by the Township Board on April 16, 2018.

V. Announcements for Departments/Boards/Commissions

VI. Consent Agenda

The purpose of the Consent Agenda is to expedite Business by grouping non-controversial items together to be dealt with in one Board Motion without discussion. Any member of the public, board, or staff may ask that any item of the Consent Agenda be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. Approval of all of the items on the Consent Agenda shall be accomplished by a single majority vote.

A. Approval Of:

- Vredeveld Haefner LLC Audit Engagement Letter
- Minutes: Comstock Township Board Regular Meeting: February 3, 2025
- Minutes: Comstock Township Board Special Meeting-February 4, 2025
- Bills Payable: February 25, 2025

VII. Presentation(s)

- DDA Presentation

VIII. Business

Planning & Zoning

Second Reading of Ordinance No. 551: R1-C Text Amendments

Renewable Energy - Zoning Ordinance Moratorium

Fire & Rescue

Request to hire four (4) full-time personnel

Request to increase on-duty staffing for the Traffic Safety Unit

Request to apply for the FY26 Michigan OHSP Grant

Request to apply for the FY26 State of Michigan Budget Appropriations

Request to purchase a new Fire Engine

Clerk

Principles of Governance

Treasurer

Trustee

Change in Agenda Public Comment Language & Bylaws

Senior Millage Discussion

Behavior Discussion

Supervisor

Creation of Moratorium Committee

Recommendation of Planning Commission Appointments

Finance

Superintendent

Sick time law changes to Employee Handbook

Closed Session

IX. Reports

- Cash Summary by Fund - January 2025
- Cash Summary by Bank Account - January 2025
- January 2025 KABA Reports
- January 2025 Sheriff's Reports
- December 2024 & All of 2024 Sheriff Report
- Fire Report - January 2025

- Fire Department Public Relations Report - January 2025
- Bills Paid: February 5-19, 2025

X. Informational/Future Action Items

XI. Public Comment(s) on Agenda and Non-Agenda Items

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Approved by the Township Board on April 16, 2018.

XII. Members Comments

XIII. Adjournment