

**CITY OF HUDSON
DOWNTOWN DEVELOPMENT AUTHORITY
121 N. CHURCH STREET, HUDSON, MI
SPECIAL MEETING
Thursday, April 16, 2015
6:00 p.m.**

The special meeting was called to order to by Chairperson Mike Sanborn at 6:06 p.m.

ROLL CALL: PRESENT: Mike Sanborn, Dave Sheely, Darwin Vandevender, John Kirkland,
Jason Decker, Pam Ely, and Dave Willhite

ABSENT: Mark Monahan, Tim Sallows and Wes Boyd

OTHERS: Dennis Smoke, Rick Cramer, City Manager Steven Hartsel and City Clerk Jeaniene
McClellan

ORDERS OF THE DAY:

Setting the Agenda:

Minutes:

Motion by Dave Sheely, seconded by John Kirkland to **approve the minutes of October 9, 2014, and place on file**, CARRIED: by voice vote.

PUBLIC COMMENT:

Rick Cramer from the Midwest VW Jamboree asked the members for \$500 on advertising for the event.

Motion by Dave Sheely, seconded by Dave Willhite to **approve \$500 to advertise for the Midwest VW Jamboree event**, CARRIED: by roll call vote 7-0

NEW BUSINESS:

Snow Removal in Downtown District

There was a discussion on how to keep the downtown sidewalks clear during the winter.

306 W. Main Rent Extension

Kelly Mitchell has asked for an extension on the rent for another 3 months before putting the building up for sale. Ms. Mitchell has an interest in buying the property but needs more time to get the financials in order.

Motion by John Kirkland, seconded by Dave Willhite to **extend the lease/purchase option to Kelly Mitchell for another 3 months**, CARRIED: by voice vote

Sponsoring Concert

Member Dave Sheely asked for the committee to help sponsor the Music in the Park. A full sponsorship will be \$500 for each concert.

Motion by John Kirkland, seconded by Pam Ely to **approve to co-sponsor a concert for \$250**, CARRIED: Roll Call 7-0.

Sidewalk Spring Washdown

The downtown sidewalks need to be cleaned after the snow has melted. There was a discussion on who would be the best to do the job, either the Fire Department or DPW. City Manager will talk to the Superintendent of DPW to see if they could clean the sidewalks and report back at the next meeting.

Banner Project - Downtown

Dave Sheely will check with other businesses to see if there will be an interest in helping with the advertising the downtown by using banners. Each banner cost \$90 each and there will need to purchase about 18 banners to fill the downtown. It would also be nice to change the banners through the year. Dave Sheely will report at the next meeting with details.

Marketing Downtown District

The Garden Center will be planting flowers again this year at the Community Center and Memorial Corner. The Gateway sign is still being planned to be at the corner of Main and Meridian near McDonalds. The goal is to entice US-127 traffic up the hill into the downtown district. Members will be working on other ways to market the downtown and discuss the options at the next meeting.

Budget FY 2015-2016

The members decided to put additional money into their advertising fund and less in the community paint project.

Motion by Dave Sheely, seconded by John Kirkland to **accept the amended budget for council to approve**, CARRIED: by voice vote.

UNFINISHED BUSINESS:

Bills:

No bills to be approved.

Financial Report:

The board was provided with a copy of their DDA Financial Report for the period ending March 31, 2015, submitted by the City Treasurer.

Balance Sheet

Cash – DDA	\$ 69,357.09
Rental Income 306 W Main	2,700.00
Total Revenue	\$ 72,057.09
Tigers Den Demo	\$ 30,100.00
Downtown Tree Project	6,550.00

Community Paint Project	400.00
Property Taxes	1,225.73
Admin Fees	500.00
Holiday Décor/Lights	5,765.55
Total Expenditure	\$ <u>44,541.28</u>

Motion by Dave Willhite, seconded by Pam Ely to **accept the Financial Report as presented**, CARRIED: by voice vote.

CITY MANAGER’S REPORT:

- The new playground equipment will be installed soon at Will Carleton Park.
- Paving on the Engle Trail will begin as soon as the ground dries out sufficiently.
- The festival will be the 2nd week in August along with City Wide Yard Sales, Firefighter Waterball Tournament, and the Lost Arts at the Thompson Museum. The date was changed because of the State Fair in Brooklyn this year.

Adjournment:

Motion by Dave Sheely, seconded by Dave Willhite to **adjourn the meeting at 7:16 p.m.**

ATTEST: _____
 Jeaniene McClellan, City Clerk