

**CITY OF HUDSON
DOWNTOWN DEVELOPMENT AUTHORITY
121 N. CHURCH STREET, HUDSON, MI
SPECIAL MEETING
Thursday, July 17, 2014
6:00 p.m.**

The regular meeting was called to order to by Chairperson Mike Sanborn at 6:03 p.m.

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

ABSENT: Jason Decker, Tim Sallows and Wes Boyd

OTHERS: Joann Crater, City Manager Steve Hartsel and City Clerk Jeaniene McClellan

ORDERS OF THE DAY:

Setting the Agenda:

Board Member Dave Sheely would like to add Christmas Decorations to New Business Item F.

Motion by Dave Willhite, seconded by Mark Monahan to **approve the minutes of April 10, 2014, and place on file**, CARRIED: Unanimously by voice vote.

PUBLIC COMMENT:

There was no public comment.

NEW BUSINESS:

Approve: Downtown Tree Improvements

Chairperson Mike Sanborn received a bid from Underwood's in Adrian.

Underwood Nursery LLC will remove and excavate out 10 of the largest (overgrown) Bradford Pear trees located in the downtown area of Hudson. These trees are planted inside a concrete circle encased in the cities sidewalk. The removal portion will be divided into 2 stages. The cutting stage will happen first, where Underwood Nursery LLC will cut all limbs and branches off these said 10 trees and leave a 2-4' high stump behind. The stumps that are left behind will then be removed in stage 2 when we will bring in an excavator to dig out the roots of the old tree. The excavation process hinges on the accessibility of the roots due to the concrete sidewalks surrounding each individual tree. It is the responsibility of the City of Hudson to have all underground utilities marked prior to our excavation beginning. Underwood Nursery LLC cannot be held responsible for an unforeseen issues or damages when the digging portion commences. The excavation stage will require 3-4 store frontage parking spots to be reserved for equipment and trucks of Underwood Nursery. Once the existing roots have been removed, Underwood Nursery LLC will plant new (1.75" dia.) Cleveland Pear trees in each of the 10 spaces.

The remaining Pear Trees that run along the downtown area, Underwood Nursery LLC will trim and shape to promote a narrower and fuller growing pattern.

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|------------|---|
| Labor | \$4800.00 |
| Materials: | \$1750.00 |
| Total: | \$6550.00 (without the sales tax of \$105.00) |

The job will start in September after the Bean Creek Heritage Festival and it will take the crew two weeks to complete.

Motion by John Kirkland, seconded by Dave Sheely to **approve Underwood Nursery LLC bid for \$6,550.00**, CARRIED: Unanimously by roll call vote.

Approve: Portion of 115 N Church (Tiger's Den) Demolition Cost

The City is taking seal bids and will be have the opening bid on August 4th. The Council will award the contractor on August 5th meeting.

Motion by Dave Willhite, seconded by John Kirkland to **approve 50% match up to \$30,000 to the demolition of the Tigers Den**, CARRIED: Unanimously by roll call vote.

Approve: Motion to reject TIF Capture of District Library Millage

The board members discussed how the TIF Capture would affect them and decided not to capture from the District Library Millage when it passes.

Motion by Dave Sheely, seconded by Pam Ely to **not capture the TIF Capture of the District Library Millage**, CARRIED: Unanimously by voice vote.

Discussion: Downtown Trash Cans

The DPW Superintendent is still planning on repainting the trash cans. The board members would like to see the cans painted before the festival this September.

Update: Paint Project

There has not been any interest in the Paint Project this summer besides Schlotman Insurance.

Discuss: Christmas Decorations

Board Member Dave Sheely had received a catalog on the Christmas Decorations and if he ordered the last 3 wreaths in July, they would receive 15 % off. They also discussed checking with the company to see if they have more of a bright white coloring instead of the blue color.

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, 2014, submitted by the City Treasurer.

Balance Sheet

| | |
|--|--------------------|
| Cash – DDA | \$38,914.76 |
| Total Assets | <u>38,914.76</u> |
| Net Assets | \$46,283.77 |
| Excess Revenue over (under) Expenditures | <u>(7,369.01)</u> |
| | |
| Total Net Assets | <u>\$38,914.76</u> |
| | |
| Total Liabilities and Net Assets | <u>\$38,914.76</u> |

Motion by Dave Sheely, seconded by John Kirkland to **accept the Financial Report as presented, and place on file, CARRIED:** Unanimously by voice vote.

CITY MANAGER’S REPORT:

- Subway owners have started to sand the old windows so they could replace the new windows. This will be done by September 1st. The 2nd floor windows will need to be rebuilt.
- The bid opening for the Tiger’s Den will be August 4th. Claude Rowley has checked to make sure that is not a common wall between the Tiger’s Den and the next building. Adrian Environmental has come and removed all the asbestos from the building.
- We should know by the end of the week if we will get the Rental Rehab Grant.
- The concerts at Webster Park have been wonderful and there were around 165 people at the June 10th concert.
- The new Industrial Park sign will be going up soon and the sign for the training center has already been installed.

Adjournment:

Motion by Dave Sheely, seconded by John Kirkland to **adjourn the meeting at 6:55 p.m.**

ATTEST: _____
Jeaniene McClellan, City Clerk