

**CITY OF HUDSON
DOWNTOWN DEVELOPMENT AUTHORITY
121 N. CHURCH STREET, HUDSON, MI
REGULAR MEETING
Thursday, October 11, 2012
6:00 p.m.**

The regular meeting was called to order to by Co-Chairperson Dave Sheely at 6:00 p.m.

ROLL CALL: PRESENT: Dave Sheely, Wes Boyd, Jason Decker, John Kirkland, Mark Monahan, Dave Willhite, and Darwin Vandevender

ABSENT: Mike Sanborn, Tim Sallows and Pam Ely

LATE:

OTHERS: Dennis Smoke, Rick Cramer, City Manager Steve Hartsel and City Clerk Judy Tanner

ORDERS OF THE DAY:

Setting the Agenda:

Motion by Wes Boyd, seconded by Mark Monahan to **add the 2013 Midwestern Volkswagen Jamboree to the agenda as Item F.**, CARRIED: Unanimously by voice vote.

Motion by Dave Willhite, seconded by John Kirkland to **approve the minutes of July 26, 2012, and place on file**, CARRIED: Unanimously by voice vote.

Motion by Wes Boyd, seconded by Mark Monahan to **approve the agenda**, CARRIED: Unanimously by voice vote.

PUBLIC COMMENT:

There was no public comment.

NEW BUSINESS:

REAPPOINTMENT: John Kirkland:

John Kirkland has requested to be reappointed to a 4-year term on the Downtown Development Authority that will expire in October 2016. Mr. Kirkland meets all the minimum requirements to be reappointed to the Downtown Development Authority.

Motion by Wes Boyd, seconded by Mark Monahan to **recommend to Council to reappoint John Kirkland to a 4-year term on the Downtown Development Authority expiring in October 2016**, CARRIED: Unanimously by voice vote.

REAPPOINTMENT: Dave Willhite:

Dave Willhite has requested to be reappointed to a 4-year term on the Downtown Development Authority that will expire in October 2016. Mr. Willhite meets all the minimum requirements to be reappointed to the Downtown Development Authority.

Motion by Wes Boyd, seconded by Mark Monahan to **recommend to Council to reappoint Dave Willhite to a 4-year term on the Downtown Development Authority expiring in October 2016**, CARRIED: Unanimously by voice vote.

Election of Officers:

Motion by Wes Boyd, seconded by Mark Monahan to **elect the existing officers Mike Sanborn as Chairman, Dave Sheely as Vice Chairman, Darwin Vandevender as Treasurer, and Jason Decker as Secretary**, CARRIED: Unanimously by voice vote.

2013 Quarterly Meeting Dates:

The DDA meeting dates are normally held on the second Thursday of each quarter at 6:00 p.m. The DDA was provided with a schedule of meeting dates for next year for approval, and those dates are January 10, April 11, July 11 and October 10, 2013.

Motion by John Kirkland, seconded by Dave Willhite to **approve the 2013 Quarterly Meeting Dates**, CARRIED: Unanimously by voice vote.

Brownfield Redevelopment Discussion:

The DDA was advised that it was requested that the Brownfield Redevelopment Authority (BRA) be placed on this agenda for discussion. Co-Chairperson Dave Sheely explained that at the time the Brownfield Redevelopment Authority was developed there wasn't anything going on with the County, and the Authority has been inactive since 2009. At the time the BRA was formed we were looking at the property west of the Market House on Railroad Street and the former Metalloy property to develop a baseline for what a developer would need to possibly develop those sites. The board was also advised that a BRA is needed if you were to apply for a grant for a Brownfield cleanup. It was discussed that because most of the DDA members were also on the BRA, do they feel there is a need to reevaluate continuing a BRA, and update its Authority members. The DDA was provided with the names of those BRA members and its officers. It was the consensus of the DDA to continue the existence of the Brownfield Authority, and schedule a meeting to follow the DDA meeting in January.

Motion by John Kirkland, seconded by Mark Monahan that **a Brownfield Redevelopment Authority meeting follow the Downtown Development Authority Meeting in January 2013**, CARRIED: Unanimously by voice vote.

2013 Midwestern Volkswagen Jamboree:

Rick Cramer and Dennis Smoke of Rumors Restaurant addressed the DDA regarding a Midwestern Volkswagen Jamboree event in Hudson in 2013. Mr. Cramer advised them that he has stepped down as president of the Volkswagen Association hopefully, to start something on his own here in Hudson. Dennis Smoke stated that this is a joint effort between himself and Mr. Cramer. Mr. Cramer stated that he has talked with a lot of people from all over the area about a Midwestern Bus Campout/Car Show, and everyone seems to be all for it, and we are centrally located in Ohio, Michigan and Indiana. Mr. Cramer advised the board that they are looking at Memorial Park to set up for 3-days on June 7, 8 & 9, 2013, and are estimating bringing 100 to 200 vehicles in, and possibly 80 to 150 of them would camp over the weekend. Mr. Cramer stated that they would draw approximately 2,000 people into town over the course of the weekend, and this event would coincide with the Sacred Heart Spring into

Summer Festival. The board questioned the facilities that would be made available, and the coordination in scheduling Memorial Park for the event with the sports leagues and the City. They were advised that there will be accommodating facilities, and they were attending tonight's Recreation Advisory Board meeting.

Mr. Cramer stated that last year the DDA had supported helping with some advertisement, and requested their support again to assist with the advertising to bring the Jamboree into town in June 2013. The board discussed what is in their budget for advertising, and the consensus was to provide \$500.00 to help with the Jamboree's advertising for the event in June 2013.

Motion by Mark Monahan, seconded by Dave Willhite that **the DDA provide \$500.00 toward the June 7-9, 2013 Midwestern Volkswagen Jamboree advertisement**, CARRIED: Unanimously by voice vote.

UNFINISHED BUSINESS:

2012 Downtown Paint Program Update:

City Manager Steve Hartsel gave the DDA an update on the status of the 2012 Downtown Paint Projects. He stated that he believed that out of every application approved so far all appear to be completed except for some work that remains at the east end of downtown. He pointed out that the paint has all been purchased, and Mr. Willhite has been extremely valuable in volunteering his time as well as a Community Service Worker that helped out with the labor. Mr. Hartsel stated that he wanted to thank local contractors Claude Rowley and Ed Hassenzahl for loaning their lifts, and all those who have been helping out on the projects, and hopefully, the projects will all be completed in the next couple of weeks. We budgeted \$7,000.00 for paint this fiscal year, and so far \$3,193.29 has been spent leaving a balance of \$3,806.71 in the budget. Several projects could still be supported if someone wanted to get them done quickly this fall, or could still be done in the spring. Every application submitted met the criteria for the paint project, and no one was denied.

2013-14 Budget Discussion:

City Manager Steve Hartsel discussed the 2013/14 budget with the DDA. He explained that he wanted to lay the foundation for putting next year's budget together, and provided the board with an up to date Revenue and Expense Report for the fiscal year thru period ending 9/30/2012. He reminded the board that there had been no revenue projected for this year because of the TIFF structure, and depreciation, but he expects the tax capture to begin bouncing back with the help of the new Dollar General and the former Metalloy property.

The projected expenses for the DDA are as follows:

Expenses:

Advertising	1,000.00
Expenses for 306 W. Main	250.00
Administrative Services	500.00
Paint Project	7,000.00
Administration	<u>500.00</u>
Total Expenses	8,750.00

The board was asked to authorize a tentative dollar amount for the paint program in the 2013/14 budget.

Motion by Dave Willhite, seconded by Darwin Vandevender that **the DDA budget \$7,000.00 for the 2013/14 fiscal year paint program**, CARRIED: Unanimously by voice vote.

Mr. Hartsel advised that he has received word from the State that probably within the next two months they will announce another downtown parking lot grant, and it would be fully funded. He also advised that for informational purposes if the DDA would like to apply for another parking lot grant he felt that it would be helpful to bring the point system up if the DDA would commit funding toward the grant if needed.

Bills:

There were no bills to be paid.

Financial Report:

The board was provided with a copy of their DDA Financial Report for the period ending June 30, 2012 submitted by the City Treasurer.

Balance Sheet

Cash – DDA	<u>46,663.85</u>
Total Assets	<u>46,663.85</u>
Deposit Payable 306 W. Main	<u>300.00</u>
Total Liabilities	300.00
Net Assets	49,697.16
Excess Revenue over (under) Expenditures	<u>(3,333.31)</u>
Total Net Assets	<u>46,363.85</u>
Total Liabilities and Net Assets	<u>46,663.85</u>

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

CITY MANAGER'S REPORT:

- The Dollar General Store development should be moving ahead and optimistically, construction on the project should begin before winter at the corner of Railroad Street and Meridian Road (U.S. 127).
- I have recently received word from the State that probably within the next two months they will announce another downtown parking lot grant, and it would be fully funded.
- The Building Inspector has sent letters out to two building owner's downtown, and both are beginning to take action.
- The Satellite Dishes have been removed from the front of Panda House building, and the dish on the Subway building will be relocated from the side of the building to the roof.
- The former Metalloy property has been purchased by Trump Industrial Products. The company that brokered the property is called G2000 out of Toledo, Ohio. They have already begun cleanup around the office building and front lot, and will continue with the rear. They intend to have their first online auction of the foundry equipment within the next several weeks, and portions of the building will be removed. The goal is to reestablish Mackinaw Street to the west of the property along the old railroad, along with parking lot, trail and other projects.

Dave Sheely gave the DDA an update on the Marketing Intern Project. He provided them with an overview diagram where its techniques allow you to consider many views of the project/problem and encourages you to organize the ideas in groups according to function or theme. He stated that they have met with the manager of Lake Hudson, and they would like to consider some cooperative opportunities with the City of Hudson. The manager has indicated that they would also like to model Harrison Lake for some improvements, and would like to develop an organization called Friends of Hudson Lake. They are willing to put promotional signage within the park to direct people to Hudson. Mr. Sheely also gave the board some examples of other ideas for marketing the City of Hudson.

Adjournment:

Motion by Dave Willhite, seconded by John Kirkland to **adjourn the meeting at 6:57 p.m.**

ATTEST: _____

Judith A. Tanner, City Clerk