

MEETING MINUTES

ESSEXVILLE DOWNTOWN DEVELOPMENT AUTHORITY For Its Regular Meeting of Thursday April 3, 2008

Chairperson, Allen Clemons called the Regular Meeting of the Essexville Downtown Development Authority to order at 8:07 a.m.

MEMBERS PRESENT: Campbell, Clemons, Hansford, Jaenicke, Majerczyk and Washabaugh

MEMBERS ABSENT: Willett (Pre-excused)
Rosebush and Williamson (Absent)

OTHERS PRESENT William Hydorn City Council Liaison

1. APPROVAL OF AGENDA

Campbell offered a motion to approve the agenda as written, second by Jaenicke; unanimously approved.

2. APPROVAL OF MINUTES

Campbell offered a motion to approve the minutes of March 6, 2008 regular Meeting as written, second by Hansford; unanimously approved.

3. CITIZENS INPUT

None

4. UNFINISHED BUSINESS

Environmental Testing Services for MSHDA Project Site – The Sample collections have been completed. Mr. Majerczyk anticipates that the analytical will be ready on either Monday, April 14th or Tuesday, April 15th.

5. NEW BUSINESS

Underground Electrical Improvements – Mr. Majerczyk is expecting to have budget numbers and a schedule for the Board to consider at its May meeting.

The following motion was offered by Campbell, second by Washabaugh:

Resolved; the City Manager is authorized to engage Beckett & Raeder to prepare a design for the Woodside Avenue electrification project and for a fee not exceed \$15,000.

Motion passed unanimously.

Business/Commerce Park – Development Plan – Due to the anticipated expansion of the Consumers Energy Karn Weadock Plant and the location of the Business/Commerce Park, Mr. Majerczyk feels the Board should revisit and update the Business/Commerce Park Plan.

Downtown Activities Calendar – FY 2008/2009 – Mr. Majerczyk will provide a budget at the May meeting to assist the Board in determining how it can expand on annual events sponsored by the DDA.

FY 2008/2009 Budget and Capital Improvements Plan – The Board reviewed and discussed the proposed Downtown Development Authority budget for fiscal year 2008/2009 and the economic development section of the City's six-year capital improvements program as prepared by the City Manager.

6. REPORTS AND COMMUNICATION

Senior Housing Development and Post Office Relocation Projects – The City Manager is working with the DDA's environmental consultant, Wilcox Professional Services, LLC, to obtain approval from the Michigan State Housing Development Authority to use the DDA site for the construction of the senior housing project.

Work on the post office relocation project will resume once the issues related to the housing project are resolved.

7. COMMITTEE REPORTS

None

8. ADJOURNMENT

Motion by Majerczyk, second by Washabaugh; meeting adjourned at 9:10 a.m.

Note: These minutes are not official until approved by the DDA