

# MEETING MINUTES

## ESSEXVILLE DOWNTOWN DEVELOPMENT AUTHORITY For Its Regular Meeting of Thursday January 14, 2010

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**Note:** The regular meeting of the Downtown Development Authority (“DDA”) was held as an evening work session in the conference room at City Hall and posted accordingly.

Chairperson, Allen Clemons called the Regular Meeting of the Essexville Downtown Development Authority to order at 5:05 p.m.

**MEMBERS PRESENT:** Jaenicke, Rosebush, Hansford, Hydorn, Majerczyk, Fonzi and Clemons (a quorum was present)

**MEMBERS ABSENT:** Campbell (excused), Willett

**OTHERS PRESENT:** City Council Liaison Chavalia

### 1. APPROVAL OF AGENDA

A motion to approve the agenda as written was offered by Jaenicke and supported by Rosebush; the motion was unanimously approved.

### 2. APPROVAL OF MINUTES

A motion to approve the minutes of the December 3, 2009 regular meeting as written was offered by Hydorn and supported by Majerczyk; the motion was unanimously approved.

### 3. CITIZENS INPUT

There were no members of the public in attendance.

### 4. UNFINISHED BUSINESS

There was no unfinished business requiring discussion or Board action.

### 5. NEW BUSINESS

Review of 2004 Strategic Plan – The Board reviewed, and discussed in depth, the 2004 DDA Strategic Plan and action plan prepared by Beckett & Raeder, Inc. and adopted by the Board.

It was the consensus of the Board that a Business Recruitment Initiative, the redevelopment of the DDA owned properties, the development of the Business Commerce Park and the development of marketing and promotion programs were still the highest priorities for the Board.

The City Manager presented a five-year financial forecast detailing expected Tax Increment Financing ("TIF") revenues, assumed expenditures and available cash for projects and initiatives. Because of the significant operational cutbacks at Essroc and the state and regional economies, the Board discussed the possibility of commensurate reductions in TIF revenue over the next several years and the impact on the Board's ability to move forward with its priority initiatives.

The Board acknowledged what had been accomplished since 2004 including the relocation of the City's Department of Public Works' Operations and Maintenance Center and the opening of the Business/Commerce Park with Bay Composites and Affordable Green Energy as the anchor developments.

The Board agreed that the updated strategic and action plans should be reviewed at least annually.

The Board will officially appoint a member who will serve as a liaison to Essexville's businesses and industry at its February meeting. Hydorn agreed to serve as liaison if appointed.

6. REPORTS AND COMMUNICATION

Monthly Financial Reports – The Board reviewed the financial report for the months ended November 30 and December 31, 2009.

7. COMMITTEE REPORTS

None

8. EXECUTIVE SESSION

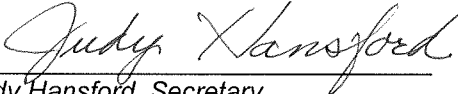
None

9. ADJOURNMENT

A motion to adjourn the meeting at 7:05 p.m. was offered by Hydorn and supported by Jaenicke; the motion was unanimously approved.

The next regular meeting of the Downtown Development Authority is scheduled for Thursday February 4, 2010 at 8:00 a.m.

*I certify that the foregoing minutes of the January 14, 2010 regular meeting of the Essexville Downtown Development Authority ("DDA") are complete and accurate as approved by said DDA as being so at its first meeting following the meeting held on the date set forth above.*

  
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Judy Hansford, Secretary  
Downtown Development Authority