



**CANTON TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
Minutes of the  
January 16, 2019 Meeting**

The meeting was called to order at 8:08 A.M. by Chairperson, Melissa McLaughlin.

**Present:** Steve Brock, Dianne Cojei, Laura Giove, Greg Greene, Seth Kleinglass, Melissa McLaughlin, Bart Patterson, Janet Volante, Pat Williams

**Absent:** Chuck Jones, Mark Waldbauer

**Staff:** Amy Hamilton, Kerri Romanko

**ACCEPTANCE OF AGENDA**

MOTION: by Dianne Cojei, supported by Bart Patterson, to accept the agenda as presented.

AYES: All present

**APPROVAL OF THE NOVEMBER 28, 2018 MINUTES**

MOTION by Laura Giove, supported by Bart Patterson, to approve the November 28, 2018 meeting minutes.

AYES: All present.

**CITIZENS' NON-AGENDA ITEMS**

NONE

**PAYMENT OF BILLS**

Error in OHM payments to other projects was acknowledged. Credit will be posted to our DDA account for those transactions.

MOTION: Melissa McLaughlin, supported by Pat Williams, to accept the payment of bills with the acknowledgement of the pending OHM credit.

AYES: All present.

**CONSIDER RENEWAL OF CONTRACT WITH GREAT LAKES POWER & LIGHTING INC FOR ELECTRICAL MAINTENANCE AND REPAIR SERVICES**

Amy Hamilton said she explained to Great Lakes Power & Lightening that DTE is in the process of evaluating out street light systems with the intention of taking everything over. Because our contract with Great Lakes is up and DTE is has not yet completed their evaluation we proposed a six month contract with Great Lakes. DTE will be back in March to present their findings to the board. A six month contract gives us coverage and allows time to think about and discuss the offer from DTE as well.

Melissa McLaughlin said that Great Lakes also does our irrigation boxes and asked how this will work with DTE. Will we need a separate contract? Amy Hamilton said that the irrigation information was submitted to DTE in addition to the street light information, in hopes that it would be part of the agreement. It will be discussed when we meet with the DTE representatives next.

MOTION by Janet Volante, supported by Pat Williams, to accept a Maintenance and Repair contract with Great Lakes Power & Lighting, Inc.

AYES: All present.

**CONSIDER 2019 PURCHASE ORDER TO GREAT LAKES POWER & LIGHTING INC FOR STREET LIGHT MAINTENANCE AND REPAIR**

Amy Hamilton explained that we still need a purchase order to cover any electrical costs that come up in regards to the lights until a decision is reached with DTE. Therefore she suggests a purchase order in the amount of \$25,000 to Great Lakes Power & Lighting, Inc.

MOTION by Laura Giove supported by Bart Patterson, for purchase order to Great Lakes Power & Lighting, Inc.

AYES: All present.

**CONSIDER 2019 PURCHASE ORDER TO CANTON WATER BILLING DIVISION**

Amy Hamilton said this is for irrigation system water along the DDA District. 2018 was the first year we came in under budget and had nearly \$26,000 left in our PO. However, we had a very wet summer and since the weather is unpredictable and we have actually gone over budget in prior years she suggested a PO for \$95,000 again this year.

MOTION by Janet Volente, supported by Steve Brock for Water Billing Purchase Order

AYES: All present.

**DDA COORDINATORS REPORT JANUARY 11, 2019**

- **DTE Update** –DTE will complete its evaluation of the DDA system by the end of next week. Bill and I will meet with DTE in February to go over the findings and DTE will make a formal presentation to the board in March or April.
- **Ford Road Boulevard Update** - A consultant for the preliminary design will be selected in January. We should have a good idea of what the final design will be by the end of this year. Once design is complete, accusation of right-of-way will begin and construction is anticipated to start in 2022 or 2023.
- **Google AdWords Campaign** – In 2018, the DDA approved a \$2,000 budget for the campaign. Here are some comparison STATS:

**ShopCanton Website Visitor Totals**

2017 – 1,123

2018 – 4,352

**Returning Visitors**

2017 – 121

2018 – 437

Bottom line is that ShopCanton continues to increase the number of new and returning visitors. Another important measurement is engagement. Engagement measures how long a visitor stays on the website. During the 2017 time period, 486 of the website sessions lasted over 30 seconds. From September 24, 2018 to year end, ShopCanton had 1,222 sessions last over 30 seconds.

- **OHM Update** – OHM and I will be meet with Steve Valli on January 18. He's the new property manager for Mr. D'Aguanno. OHM has sketched up some concept drawings for them to look at. There are ongoing negotiations between the Aldi Center and Mr. D'Aguanno however we are hoping to offer some alternatives that work for both parties. We are also in the process of setting up a meeting with the property owners of Chet's Rent All. Based on feedback from our initial meeting, OHM sketched up some cross-access routes we hope they'll be open too, more to come.

In addition to working on cross-access agreements, OHM will move forward with the reconstruction of Morrison this spring and they are also working on an easement agreement for the property between Speedway and National Coney Island. Once acquired, the DDA can move forward with purchasing a permanent piece of art to be installed there.

- **New Business Update** – Shakers Bar and Grill is now open, they went into the old Bagger Dave’s location. Smoothie King is moving forward and will be in the Elite Eye Car building in front of Kohls. A Certificate of Compliance has been issued for the following businesses:
  - Planet Fitness – 43555 Ford Road (taking over the Cinema 6 building)
  - Inspire Dentistry – 43050 Ford Road
  - Escape Room Zone – 41985 Ford Road (Zap Zone expansion)

#### **ADDITIONAL CITIZENS AND BOARD MEMBER COMMENT**

None

#### **ADJOURN**

MOTION by Greg Greene, supported by Pat Williams, to adjourn meeting.

AYES: All present

MEETING ADJOURNED at 8:43 A.M.