

**MINUTES – CITY OF OWOSSO
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING OF FEBRUARY 1, 2006**

Vice-Chairman Oliver called the meeting to order at 7:50 a.m.

Roll Call.

Members Present: Vice-Chm. Oliver, Hankerd, Mayor Robertson, Irish and Bucsí and Howe
Members Absent: Popovitch (excused), Gilbert
Others Present: Dir. Hathaway, Ramos, P. Brewer

Approval of Minutes. The minutes of the meeting of January 4, 2006, were approved.
 Hankerd/Oliver m/s/p

Communications: The newsletter was mailed to the downtown businesses for \$50.00 in postage. The letter contained the DDA's work plan for 2006 and announced the pending purchase decision of the Armory.

Citizen/Member Comments: None

Financial Status.

A. Operational Budget.

Checking.....	\$	1,840.14
Savings.....	\$	<u>14,280.21</u>
Total.....	\$	16,100.35

B. Development Plan Budget.

Funds Expended.....	\$	18,559.00
Projected Project Costs.....	\$	61,206.00
Fund Reserve.....	\$	2,016.04

[Chairman Wright arrived and assumed the Chair to manage the meeting]

C. Budget Comments: The 2004-05 audit was presented and accepted for the record subject to the adjustments of the Development Plan budget for electrical system charges that were not authorized through the DDA.

Robertson/Howe m/s/p

Items of Business.

A. Payment of Bills. The following expenses were authorized for payment:

A. *Organizational Expenses:*

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(1) Argus Press.....	\$	27.50
(2) City of Owosso—overtime for holiday lights	\$	1,200.00
(3) City of Owosso (attorney fees/sign leases)	\$	330.00
(4) Doug Cornell (web page progress).....	\$	1,000.00
(5) Postmaster (newsletter)	\$	<u>50.13</u>

Total:\$2,607.63

B. Tax Increment Development Plan Expenses—\$275.00 (Attorney fees)

Howe/Robertson m/s/p

B. Focus Owosso Report. Focus Owosso hired a new Downtown Coordinator and the press release will be issued on Monday, February 6th. The Business Appreciation breakfast is tentatively scheduled for February 28th.

C. Former Hotel Site. At a meeting with the Developer last week, he has indicated that there is no second floor tenant prospect at this time and he cannot move ahead without pre-leasing that space. From the sign advertisement one condominium purchaser has called for a reservation.

D. Capital Bowl Update. The City has made its resources available to the owners of the site. The Trecha family indicates that they will make an effort to rebuild subject to achieving the expected insurance settlement and lender approval. It is expected that City assistance will take the form of brownfield redevelopment plan benefits and potentially gap financing. The owners are seeking contractor prices for a new facility and will proceed with an environmental site investigation next week.

E. Sandwich Board Signs. The City Manager assisted with the program process with a recommendation that we avoid the special assessment approach and proceed with the City Engineer's sidewalk occupancy permit and leaving the remainder of the program content to the DDA. This will accelerate the implementation of the program.

F. Ball Street Parking Mall. The DDA approved the revised site plan and the repayment schedule to the city for the costs of upgrading the 100 block of N. Ball Street.

Robertson/Oliver m/s/p

G. Entertainment Districts. Members continued the discussion with entertainment districts with the questions dealing with *Culture, Theater, Night Clubs, Dancing, Comedy Clubs and Live Entertainment*. Recent proposals from Mootzies and Roma's were explained. Members looked forward to the Lebowsky Center's recent trend to have the "house lights" on for many more events. It was noted that there is a limitation with stage sets and storage area to allow others in there at those prep times. Overall this aspect of the entertainment district is far from complete and shows the greatest need for growth of all the influences for marketing a district. The discussion will continue next month.

G. Business Retention and Development. George Ramos reported the restaurant and bakery business developments about to take place. The one business name that is public is "The Bake Shop" on N. park Street. A restaurant concept is progressing at the NW corner of Washington and Main. Another restaurant is reviewing a W. Main Street location. It was noted that the DDA does not recruit restaurants through its contract with the Small Business Assistance Center or supply loan assistance to restaurants.

K. The Owosso Armory. The Neighborhood Planning Team continues with Armory work and will issue an RFP to the Michigan-wide development community to test interest. A local citizen survey is underway.

L. TSBY Loop Trail. The City has received a conditional commitment letter from MDOT for the trail and is in the process of negotiating the engineering contract. The DDA role is to pay for the engineering contract and that price will be presented at the March meeting.

Citizen/Member Comments. None

There being no further business the meeting was adjourned at 9:10 a.m.

Philip B. Hathaway, Secretary-Treasurer