

**MINUTES – CITY OF OWOSSO  
DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING OF SEPTEMBER 5, 2007**

Chairman Hankerd called the meeting to order at 7:30 a.m.

**Roll Call.**        *Members Present:*        Rich Collins, Barb Bucsi, Dave Lazar, Mayor Robertson,  
Linda Moiles-Forster, Doug Peterson, John Hankerd, Bill Gilbert  
and Krista Strong  
*Members Absent:*                    None  
*Others Present:*                    Dir. P. Hathaway, G. Ramos, and Bill Constine

**Approval of Minutes.** The minutes for the August 15, 2007 special meeting and August 1, 2007 regular meeting were approved.

Bucsi/Moiles-Forster     m/s/p

**Communications:**        None

**Citizen/Member Comments:** None

**Financial Status.**

A. Operational Budget.

Checking.....	\$	1,646.40
Savings.....	\$	16,368.64
Total.....	\$	18,015.04

B. Development Plan Budget. No expenditures, except that the projected budget is \$220,000.

**Items of Business.**

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

a. Organizational Expenses—

Fred Peterson—Sandwich Board Sign .....	\$	110.00
Postmaster—DDA Mailing .....	\$	56.89
Phil Hathaway—Advance for Sign Materials .....	\$	315.82
Steve’s Place—Room Rental/Set-ups .....	\$	329.91
Focus Owosso (contract payment) .....	\$	8,000.00
SATA (Palm Event and DDA Tour).....	\$	408.00
Saginaw Valley Rehab (contract payment).....	\$	676.00
Total .....	\$	9,896.54

Bucsi/Gilbert     m/s/p

b. Tax Increment Development Plan Expenses— .....     None

**B. State of Michigan Vibrant Small Cities Initiative.** Up to \$1,000,000 in matching grant funds has been made available to low-moderate income communities in Michigan with traditional downtowns. The funds can be used in seven categories of activity. The DDA Board rank ordered six of the seven activity areas from a survey of last week’s Forum participants. The order of importance is: 1) Community Cultural Centers; 2) Infrastructure; 3) Façade Restorations 4) Signature Buildings; 5) Public Greenspace Development, and; 6) Planning/Marketing including participation in the State’s Main Street Program. Rental Rehabilitation of upper story apartment units was incorporated into the Signature Building program area. A Notice of Interest was due September 7, 2007 and the DDA Bond Issue became the primary local match source at \$1,450,000.

**C. Update on Development Plans.** The 3 year capital improvements plan was corrected where necessary and reviewed for status of projects.

**E. Design Consultant Selection.** Seven design consultants responded to the Request for Qualifications. The selection committee composed of Ron Baker, Phil Hathaway, and Doug Peterson will reduce the list to three for purposes of interview and competitive negotiation with the preferred firm. The submittals have some very high quality service providers and these will be critical in assisting the DDA through the Vibrant Small Cities Program for a variety of professional services.

**F. Regular Reports.**

**1) Retail Recruitment/Retention.** George Ramos reported on a business retention case that has arisen. The DDA Board asked him to survey the businesses surrounding the former Tux Shop and Beauty Shop at 104 and 108 N. Washington to determine the amount of business decline from the lost customer base.

**2) Focus Owosso.** Bill Gilbert reported on the flower program and the fall events.

**3) Lebowsky Center, Wesener Building, Armory and Hotel Site.**

a) The Lebowsky Center has selected an architect for a new Master Plan and for oversight on Phase I of three planned phases of reconstruction. Their business plan is complete and we await the outcome of the Vibrant Small Cities Grant for potentially \$300,000 to \$400,000 in additional reconstruction funds.

b) The Wesener Building restoration has started with metals recycling and ventilation. Soon the insurance proceeds sufficient to reconstruct the roof are to be deposited into escrow for security with the DDA blight removal funds.

c) Hotel Site. There is no report on the status of the site plan although the bank has

been

active in reviewing investment in the present site relative to their plans to relocate in 2008.

**G. Downtown Loan Program.** Ex Dir Hathaway proposed a new feature to the downtown loan program for Leading Energy and Environmental Design components to building restoration loans. These loans would fill the gap for building modifications that incorporate green roofs, certified lumber, recyclable material content, natural light, storm water management and a host of other options that reduce energy consumption and impact on the environment. This program is a measure of competitiveness for the City's consideration in the Vibrant Small Cities Grant area and having this loan option would place Owosso in a unique position for that standard as well as fit into an area of work that is beneficial in its own right. The program feature was approved for recommendation to the City Council.

Robertson/Bucsi m/s/p

[Note: Krista Strong left the meeting at 9:00 a.m. for work]

**Member and Citizens Comments.** Don Schneider of the Electronic Movie Museum stated that he believed his museum was downtown enough in a regional perspective and wanted to be included in the Entertainment District and in the promotional work of the DDA and Focus Owosso. It was recommended to place him on the mailing list for both organizations.

Mayor Robertson raised the question of benches downtown and it was decided to offer benches to participating businesses to place portable benches in store fronts--approved for design--during business hours. This will be offered in a newsletter dealing with façade recruitment and roof top lighting.

**Adjournment:** The meeting was adjourned at 9:15 a.m.

Peterson/Bucsi m/s/p

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Philip B. Hathaway, Secretary-Treasurer and Executive Director