

**MINUTES  
OWOSSO DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING OF May 7, 2008**

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

**Roll Call.**

**Members Present:** John Hankerd, Barb Bucsi, Mike Bruff, Bill Gilbert, Dave Lazar, Bill Gilbert, Rich Collins, Linda Moiles-Foster,

**Members Absent:** Krista Strong

**Others Present:** Bill Constine, Ron Baker Joe Fivas, Brent Morgan

**Review and Approval of Minutes.** The minutes of the April 2, 2008 meeting were approved.

Motion Adopted: Foster/Lazar                      m/s/p

**Communications.**

A motion was passed to amend the agenda to add item E) Washington Street Streetscape MDOT TEA Grant.

Motion Adopted: Gilbert/ Foster                      m/s/p

**Financial Status and Reports.**

A. Operational Fund from 2 Mil Assessments.

Checking	\$	1,177.01
Savings	\$	<u>16,178.81</u>
Total:	\$	17,355.82

**Citizen Comments.**

none

**Items of Business.**

**A. DDA Administrative**

Director Morgan suggested a few administrative changes be considered. One being the location of the DDA Meeting be at City Hall and the other that the City of Owosso Finance Department perform the all financial transaction of the DDA rather than having the DDA Board utilize a checkbook.

Discussion was held regarding the two administrative changes.

A motion was passed to change the location of the Regular Meeting of the Owosso Downtown Development Authority to the City of Owosso Council Chambers beginning in July.

Motion Adopted: Foster/ Bruff                      m/s/p

Motion Adopted: Barb/Strong                      m/s/p

**B. Vibrant Small Cities Initiative Grant**

Director Morgan reported that the City of Owosso has been working diligently to secure a Grant Agreement with MSHDA and they are continuing to require additional information. This morning the City of Owosso Grant Team consisting of John Archer, Ron Baker and I are meeting in Lansing with Tonya Young to review the information provided and secure a Grant Agreement.

Director Morgan continued to discuss the VSCI Grant and the fact that we will continuing to apply pressure to those at MSHDA to execute a grant agreement

in the near future which will enable us to begin the Environment Review Process and advance these projects closer to completion.

**C. Main Street Application**

Director Morgan reported that the Associate Level Main Street Program application was submitted to MSHDA on May 2, 2008 on behalf of the City of Owosso Downtown Development Authority. Copies of the application are available to Board Members upon request and he would keep the board updated regarding the status of the submitted application.

**D. Owosso Hotel Status**

Director Morgan updated the board on the recent action taken by the Owosso City Council at the April Council Meeting and provided the board with a Memo to Council dated April 16, 2008.

The Memo was reviewed with the board and in a nutshell the city administration is continuing to work cooperatively with the Michigan Economic Development Corporation (MEDC) to bring closure to this 3 year old grant which has an extended deadline of September 1, 2008. It is my understanding to meet closure of the grant requires the repayment of the expended amount of \$247,399 or implementing an alternative prior to September 1, 2008. Unfortunately, another extension to the grant is not an option.

City Council Directed City Administration to request from the MEDC an amendment to the existing grant to perform the following:

1. Reduce the grant amount from \$750,000 to the expended \$247,399.
2. Change the National Objective from *Jobs Creation* to *Area Wide Benefit*.
3. Pursue an Area Wide Benefit project which meets the requirements for closure of the grant by September 1, 2008.

This will require funding the Area Wide Benefit Project for an amount determined by the MEDC. This request is awaiting approval by the MEDC, subject to requirement imposed on the MEDC by HUD and requires the City to Complete the Project by September 1, 2008.

Discussion was held by the board regarding the site. A meeting would be held with DDA Board Members Hankerd and Gilbert and City Administration regarding potential projects for the site.

**E. Washington Street Market**

Director Morgan reviewed a flyer with the board regarding the Washington Street Market Event. Board Member Lazar provided an update to the board regarding the status of this event.

Director Morgan and the board thanked Board Member Lazar for all the time and energy he has spent on planning and implementing the event.

**F. Washington Street Streetscape MDOT TEA Grant.**

Ron Baker the City of Owosso Engineer reviewed the concepts streetscape planned for the Washington Street Streetscape and that he will be submitting the grant in the near future to MDOT. Discussion was held regarding the streetscape plans. Moreover, Ron Baker requested a resolution of support from the board.

A motion by Board Member Gilbert to approve the proposed streetscape plans for Washington Street from Mason Street to Jerome Street and further authorize submission of a grant application to the Michigan Department of Transportation.

Motion supported by Board Member Collins.

Roll Call Vote.

AYES: Busci, Collins, Moiles-Foster, Mayor Bruff, Hankerd, Lazar and Gilbert.

NAYS None.

ABSENT: Strong

**Citizen/Member Comments.**

Discussion was held regarding the DDA and Flower Baskets.

The meeting was adjourned at 9:07 a.m.

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Brent D. Morgan, Secretary