

**MINUTES
OWOSSO DOWNTOWN DEVELOPMENT AUTHORITY
MEETING OF October 1, 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, Rich Collins, Linda Moiles-Foster, Krista Strong

Members Absent: Dave Lazar, Mayor Bruff

Others Present: Bill Constine, Joe Fivas, Brent Morgan, George Ramos, Renita Mikolajczyk, Ron Baker.

Review and Approval of Minutes. The minutes of the August 6, 2008 meeting were approved.

Motion Adopted: Bucsi/Collins m/s/p

Communications.

None.

Financial Status and Reports for June 2008

A. Operational Fund from 2 Mil Assessments.

Checking	\$ 501.01
Savings	<u>\$16,180.13</u>
Total:	\$16,681.14

Citizen Comments.

none

Items of Business.

1) **Invoices to be Paid.** The following invoices were approved for payment:

Operations Budget

Rowe Engineering – Services 07/20 – 08/16	<u>\$ 317.25</u>
Total:.....	\$ 317.25

Motion adopted: Bucsi/Strong m/s/p

2) **Update 102 S. Washington Street MEDC Approved Area Wide Benefit Project**

Director Morgan updated the board on the construction schedule of the project. Lennox is the contractor on the project and Ron Baker the City Engineer is working cooperatively with them in regards to compliance with Davis-Bacon and other grant requirements. It is anticipated that the project will be completed before the November DDA meeting. Discussion was held regarding the Quaker Oats sign on Nail Boutique.

3) **Update Vibrant Small Cities Initiative Grant**

Director Morgan announced that the Michigan State Housing Development Authority had officially released the funding for both the Curwood Castle Park Project and the Riverwalk Infrastructure Improvement Project. This project was bid out on July 10, 2008 and bids were received on July 28, 2008. These bid documents contained the Federal Labor Standards Provisions, Equal opportunity Clause (Executive Order 11246), and Section 3 Clause.

At a Special Meeting of the Owosso City Council on Monday, September 29, 2008 the City Council awarded the following contracts to the lowest bidder regarding the Curwood Castle Park Infrastructure Project and the Riverwalk Infrastructure Project:

Contractor	Amount
Pumford Construction	\$164,849.84
TWA Construction	\$ 11,900.00
SL&H Metals	\$ 12,500.00
The Dynamic Group	\$111,244.00

Ron Baker, the City Engineer reviewed the construction timeline for the projects and discussion was held regarding the projects.

4) Associate Level Michigan Main Street Program

Director Morgan reviewed the material presented at the Associate Level Main Street Program Training on Friday August 22, 2008 at 9:00 a.m. – 4:30 p.m. at the Michigan Municipal League in Lansing Michigan. The next training would be Wednesday October 29, 2008 at 8:30 a.m. – 4:45p.m. at the Michigan Municipal League in Lansing Michigan. Moreover, these training sessions are also being attended by the West Town Corridor Improvement Authority who are also recipients of the Associate Level Michigan Main Street Program.

It was suggested that the Woodard Paymaster Building be restored by the West Town Corridor Improvement Authority and the Downtown Development Authority to potential be used as a Main Street Center both associations. The Board thought this was a good idea and none objected.

Director Morgan stated that the SAC had removed all there materials from the building and he would begin organizing a clean up and restoration with both associations for the building.

5) Discussion on Fourth Quarter Downtown Promotions

6) Focus Owosso

Board Member Gilbert reviewed with the board the status of Focus Owosso and discussion ensued regarding the transition of Focus Owosso into a DDA Promotions Committee, and funding would be needed to perform 4th quarter events.

Director Morgan suggested that Chairman Hankerd, Board Member Gilbert, City Manager Joe Fivas and Director Morgan meet today to review the costs and funding associated with these events. The board was in agreement.

Citizen/Member Comments.

None

The meeting was adjourned at 8:10 a.m.

Motion adopted: Bucsi/Strong m/s/p

Brent D. Morgan, Secretary