

**MINUTES
OWOSSO DOWNTOWN DEVELOPMENT AUTHORITY
MEETING OF November 5, 2008**

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

Roll Call.

Members Present: John Hankerd, Barb Bucsi, Mayor Bruff, Bill Gilbert, Linda Moiles-Foster, Krista Strong

Members Absent: Dave Lazar, Rich Collins

Others Present: Bill Constine, Joe Fivas, Brent Morgan, George Ramos, Renita Mikolajczyk, Natalie Burg.

Review and Approval of Minutes. The minutes of the October 1, 2008 meeting were approved.

Motion Adopted: Gilbert/Bruff 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.

None

2) Adoption of 2009 Meeting Calendar

Director Morgan stated the Owosso Downtown Development Authority Meetings are held the 1st Wednesday of each month at 7:30 a.m. in the Owosso City Hall Council Chambers. He presented the Board with a proposed schedule of meeting dates for 2009 and recommended the Board adopt the proposed schedule of DDA Meeting dates for 2009 as presented.

A motion was passed to adopt the proposed schedule of DDA Board Meetings for 2009 as presented.

Motion Adopted: Bucsi/Strong m/s/p

3) Update Vibrant Small Cities Initiative Grant

Director Morgan reviewed the Vibrant Small Cities Grant Initiative with the board: Six Million Dollars in Community Development Block Grant (CDBG) Federal Funding from the U.S. Department of Housing and Urban Development is being administered by the Michigan State Housing Development Authority for Vibrant Small Cities Initiative Projects. Recipients of this pilot program are Adrian, Big Rapids, Boyne City, Cheboygan, Houghton, Owosso, & Rogers City. As a pilot program we are and have been subject to MSHDA administrative changes. The process involved a number of community meetings soliciting input from all facets of the community because downtown Owosso does not belong only to the merchants, the DDA or the City Council; it belongs to the entire community.

He reviewed the objectives of both the Curwood Castle Park Project and the Riverwalk Infrastructure Improvement Project along with photos of the completed projects.

The following timeline for the VSCI Projects was presented to the Board:

Curwood Castle Park Improvements

Under Construction Anticipated completion date end of November

Riverwalk Improvements

Under Construction Anticipated completion date end of November

Lights on order and will be installed upon delivery

Streetscape & Public Area Improvements

Final Design, Bid Documents, Environmental Review, Release of Funds to be completed by February – March 2009

Construction to begin early Spring

Facade Improvements Program

Bid Documents, Environmental Review, Release of Funds to be completed by January – March 2009

Construction to begin early Spring.

The project objectives were reviewed and discussion was held regarding the VSCI Grant Process and the outstanding projects.

4) Associate Level Michigan Main Street Program

Director Morgan reviewed the material presented at the Associate Level Main Street Program Training on Wednesday October 29, 2008 at 8:30 a.m. – 4:45 p.m. at the Michigan Municipal League in Lansing Michigan. The next training is Wednesday November 19, 2008 at 8:30 a.m. – 4:45p.m. at the Michigan Municipal League in Lansing Michigan.

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. Listed below are those who attended the last training session: John Hankerd, Brent Morgan, Joseph Fivas, Tim Law, Rick Morris, Joni Forster, Kevin Maginity, Mark Lamphere, and Natalie Burg.

Director Morgan reported that the Woodard Paymaster Building is being restored by the West Town Corridor Improvement Authority and the Downtown Development Authority to potentially be used as a Main Street Center both associations. This will consist of cleaning the interior of the building, refinishing the floors, and other minor improvements.

5) Discussion on Fourth Quarter Downtown Promotions

Director Morgan reported that Chairman Hankerd, Board Member Gilbert, City Manager Joe Fivas, Dave Gapinski and Director Morgan met and reviewed the costs and activities of the Event.

Board Member Gilbert updated the board on the status of the activities regarding the upcoming holiday event.

Director Morgan announced a window decorating contest would be organized by the Department of Economic Development & Neighborhood Services and handed out a flyer that was created by Natalie Burg our new Community & Economic Development Coordinated.

Citizen/Member Comments.

None

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

Motion adopted: Bucsi/Gilbert m/s/p

Brent D. Morgan, Secretary