

OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the Meeting Held

August 3, 2009

Meeting called to order at 9:00 a.m. by Acting Chairman Arden Hudson

1. Roll Call

Present: Leonard Carpenter, Arden Hudson, Paul Harmon, Bob Price, Deb Pawlasky, Frankie Worvie, Tom Bess, Secretary / Director David Tatrow

Absent: Val Bader, Billy Weaver,

Guest: Dave Saidoo, Signs by Crannie & Edward Shinn, Landmark Group, Inc.

2. Approval of Minutes

- Motion by **PRICE** and seconded by **WORVIE** to accept the minutes of the July 13, 2009 meeting as presented. All Yeas. Motion Carried.

3. Approval of Finance Report

DDA Checking	\$ 309.09
DDA Savings	\$137,750.79
Transportation Bond Fund	\$ 571.28
Capital Improvement Fund	<u>\$ 3,670.48</u>
	\$142,301.64

- Motion by PRICE and seconded by CARPENTER to accept the Finance Report as presented. All Yeas. Motion Carried.

4. Payment of Bills

Baldwin Electric	Final Payment on St. Lights E. Main	\$ 9,900.00
Mark Martin & Sons Inc.	Fill Sand for E. Main St. Sidewalk	\$ 270.00
Mathew Jackson	Removed 10 Dead Ash Trees & Stumps	\$ 825.00
Verdin Company	Final Payment on Clock	\$ 6,812.50
Home Depot	Mulch for Memorial Park & Streets	<u>\$ 477.44</u>
		\$18,284.94

- Motion by WORVIE and seconded by CARPENTER to pay all bills and draw warrants for same. Roll Call Vote. All Yeas. Motion Carried.

5. Petition and Unofficial Communications (Audience)

- a. Dave Saidoo, Signs by Crannie & Edward Shinn of the Landmark Group, Inc.

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Dave Tatrow introduced Dave Saidoo and Edward Shinn. Dave stated that the Board is currently working with and through the University of Michigan Flint Outreach on the facade project. Any proposals or ideas that Mr. Saidoo and Mr. Shinn bring forth in the future with respect to facades would in addition to that of U of M Outreach, and intended to be a second opinion for the Board's consideration.

Dave Saidoo from Signs by Crannie submitted some proposed illustrations of "Welcome to Otisville" signs as well as electronic signs for the Board's information and consideration.

Mr. Shinn gave a computer animation presentation of a facade job that he is developing for some commercial business' in the City of Fenton. He will submit a proposal to the Board for consideration

6. Communication from other Village Officials
 - a. None
7. Committee Reports
 - a. Signs on M-15 to Identify Main Street Business
 - b. Village Cluster Signs

Both are being worked on at this time by Worvie and Harmon

8. Old Business
 - a. Decorative Street Lighting

Lights are being installed today.

- b. Village Clock

Dave will schedule the clock's installation ASAP.

- c. Future DDA Projects List

Bob Price stated that he would like the Board to consider exploring the possibility of purchasing the old Taco Hut located at 139 S. State so it could be incorporated into Memorial Park. Dave notify the owner to determine if there is any interest in selling.

Dave reported that Charlie Hemingway had approached him about his intentions of selling his property located at 117 E. Main St. Dave had made a preliminary calculation of the possible parking spaces if the property were turned into a parking lot.

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Dave estimated the cost of purchase, demolition and construction at between \$120,000 & \$150,000.

d. Proposed Storm Sewer Improvements

Dave stated that he would like to make some drainage improvements to the north side of E. Main Street next year along with moving the sidewalks back to the property lines and paving the shoulders.

e. Facade Improvement Program

The Board is waiting on the U of M Outreach to come back with more information.

f. Wireless Internet Service (wifi)

Paul Harmon said that Mike Harmon is working on setting up a LLC in order to move his business forward.

g. Sidewalk Improvements

Dave stated that the first of two pours on the E. Main Street project was completed. The project will be final in another week or so.

9. New Business

a. Proposed Asphalt for Parking Area

Dave reported that he did not wish to use Community Development fund for the asphalt of the carpool area due to the cost of advertising and administration. Would prefer to reallocated the funds if possible for new sidewalks and drainage on the north side of E. Main Street next year. Therefore, he would like the DDA to pay for the asphalt so the project can be completed in a timely manner.

Dave has one firm asphalt bid in for \$10,850.00 and ask the Board's approval to let a contract in the amount not to exceed \$10,850.00 after he obtains two additional bids.

- Motion by PRICE and seconded by HARMON to authorize the Director to spend up to \$10,850.00 for asphalt of the car pool area on E. Main Street. Roll Call Vote. All Yeas. Motion Carried.

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10. Communications from Board Members

None

11. Adjournment

Motion by BESS and seconded by HARMON to adjourn the meeting. All yeas Motion Carried

The meeting was adjourned at 9:55 a.m.

Respectfully Submitted

David A. Tatrow
Secretary /Director