

# OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the Meeting Held December 13, 2010

The meeting was called to order at 9:00 a.m. by Chairman Billy Weaver.

1. Roll Call  
 Members Present: Leonard Carpenter, Arden Hudson, Billy Weaver, Bob Price, Tom Bess, Frankie Worvie, David Tatrow, Director / Secretary.  
 Members Absent: Val Bader, Paul Harmon, Deb Schultz Pawloski
  
2. Approval of Minutes  
 Motion by PRICE and seconded by HUDSON to accept the minutes of the meeting held November 8, 2010 as presented. All Yeas. Motion Carried.
  
3. Approval of Finance Report

DDA Checking	\$ 370.49
CIMIA	\$ 52,100.45
Transportation Bond Account	\$ 196.82
Capital Bond Account	\$ 3,670.38
Total	\$ 56,338.14

Motion by BESS and seconded by HUDSON to accept the Finance Report as presented. All Yeas. Motion Carried.

4. Payment of Bills

Doug Bungard	Mason Work on Welcome Signs	\$ 600.00
Gordon Barden	Materials for M-15 Sign Board	\$ 18.53
Jack & The Beanstalk	Irrigation Winterization in Park	\$ 70.00
Mark Martin & Sons	5 C.Y. Mason Sand for Signs	\$ 105.00
Genesee Cut Stone & Marble Co.	Limestone Caps / Welcome Signs	\$ 1,345.89
Arbortech Tree Specialists	Ground Tree Stump on W. Main	\$ 40.00
Ferguson Block Co.	Concrete for Sign Foundations	\$ 1,058.30
Mark Martin & Sons	Top Soil E. Main St. Project	\$ 426.24
Baldwin Electric Co.	Labor & Materials/E. Main Lights	\$ 758.70
Patten Monument Company	Welcome Signs	\$ 8,850.00
	TOTAL	\$13,287.66

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5. Petition and Unofficial Communications (Audience)

None

6. Communication from other Village Officials

Tom reported that the Council is working on amending the Sign Ordinance to allow for electronic signs to better serve the business community. Once the council approves a final draft of the ordinance, the DDA Board will have an opportunity to review and comment on it prior to being adopted by Council.

Dave reported that the Council has awarded a contract for renovating the exterior of the office building. Improvements include new windows, roof, siding, and doors.

7. Committee Reports

a. Recreation Committee

Dave reported that Deb Schultz is hard at working on the Heritage Car Rally that will take place on June 4, 2011. Snow mobile races appear to be on for January 2012, and hopefully the motorcycle ice races will be also.

8. Old Business

a. Proposed Information Sign

Waiting for the Sign Ordinance to be amended before going further.

b. Status of Welcome To Otisville Signs

Motion by BESS and seconded by CARPENTER to accept the Welcome Signs with the phrase "Come Again" on the back along with a 10% discount (\$985.00) from Patton Monument. Roll Call Vote. All Yeas. Motion Carried.

c. Status of Property Located at 400 S. State

Tom Reported that the Council has approved a request from Jennifer Breckenridge for an additional 30 day extension while she works on getting the finances to purchase the property back from the village.

d. Status of E. Main Street Project

Dave Reported that the project has been completed and was within budget.

e. Facade Improvement Fund Project

No Report

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9. New Business

The Board discussed the need for future projects. Some suggestions were to complete the E. Main Street project on the S. side in front of the township hall. Dave will be contacting the attorney regarding expanding the district to include tax exempt properties, i.e. township hall & future parking area, museum, etc.

10. Communications from Board Members

None

11. Adjournment

Motion by HUDSON and seconded by BESS to adjourn. All Yeas. Motion Carried.

Meeting was adjourned at 10:00 a.m.

Respectfully Submitted

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David A. Tatrow  
Secretary / Director