

OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY  
Minutes of the Meeting Held

February 8, 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, Paul Harmon, Deb Pawloski, Billy Weaver, Val Bader, Secretary / Director David Tatrow

Members Absent: Tom Bess, Bob Price, Chuck Keeley,

2. Approval of Minutes

Motion by HUDSON and second by WORVIE to accept the minutes of the January 11, 2010 meeting as presented. All Yeas. Motion Carried

3. Approval of Finance Report

As of January 31, 2010

DDA Checking	\$376.91
DDA Savings	\$84,314.99
Transportation Bond Fund	\$362.32
Capital Improvement Fund	\$3,670.48
TOTAL	\$88,724.70

Motion by HUDSON and second by CARPENTER to accept the Finance Report as Presented. All yeas. Motion Carried.

4. Payment of Bills

Carrot-Top Industries	Flags for Memorial Park	\$288.20
	TOTAL	\$288.20

Motion by HARMON and second by WORVIE to pay all bills and draw warrants for same. Roll Call Vote. All yeas. Motion Carried.

5. Petition and Unofficial Communications (Audience)

None

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### 6. Communication from other Village Officials

Dave reported that the village is working on a new Recreation Plan. The first draft has been submitted to the Planning Commission. It should be completed in a few months. The Planning Commission has just completed their review of the Village Master Plan and Zoning Ordinance. A revised Ordinance will be ready for adoption after public hearings and council approval.

### 7. Committee Reports

#### a. Village Welcome Signs

Arden stated that he has spoken with the monument company and their price will be reduced because it is for a municipality. The Board determined that the project should be put out for bids as soon as we have detailed plans for the construction of the footings and structure to hold the granite sign. Dave stated that there will be two separate bids advertised. The first for construction of the structure and a second for the granite sign and lettering. If all information can be gathered by the next meeting, the project will go out for bid.

### 8. Old Business

#### a. Future DDA Projects List

Everyone should be thinking of project that can be completed on a cash basis.

#### b. Village Decorative Flags

Deb gave a preliminary report on cost for flags for both M-15 and Main Streets. Dave has talked to MDOT and advised that any flags on M-15 must not have advertising on them. A single line of lettering cannot be more than 3" in height, multiple lines of letter cannot be more than 2" in height. A permit must be obtained from MDOT. Deb will proceed with gather more information for the Board.

#### c. wifi computer Access

Paul stated that there is not much new to report. Mike Harmon is still gather information.

#### d. Proposed Information Sign

The Board discussed the advantages of having an electronic information sign in the center of town. Everything that we're working towards with respect to promotion of the area revolves around getting information to people. More information on cost, maintenance, and operational issues need to be gathered for future reference so that the project can be completed when funding becomes available.

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### e. Proposed Recreation Committee

Dave reported that the Recreation Committee has been approved by the Village Council and Township Board and is now ready to move forward. Dave said that the Board needs to have a representative set on the Committee and recommended Deb Pawloski for the position. Deb graciously accepted the position. The Board discussed possible year around events in the village to bring in people. Some ideas were for snowmobile / motorcycle ice races, fishing contest, horse shoe leagues and tournaments and softball leagues.

### f. Proposed E. Main Street Improvements

Dave is still working on cost.

### g. Village Website

Dave reported that it's being developed.

### 9. New Business

None

### 10. Communications from Board Members

- Leonard reported that there will be a dedication ceremony of the historical plaque on the Subway building during this year's Fun Day's Celebration.
- Val Reported that Citizens Bank has installed a new events board in the bank entrance. Organizations may post their events on the board. Also, Val proudly proclaimed that Citizens will be installing an ATM at the bank in a few weeks.
- Paul asked if the village was experiencing another rash of B&Es. Dave explained that there was another break in recently on Hamill Rd. All law enforcement agencies are working on the case.
- Deb suggested that we need to develop a community calendar with all events including Lakeville schools. Deb stated that the community needs to support our school system and help develop a sense of pride in our students and residents towards our school. Our student are our future leaders and residents. We need a weekly calendar that can be distributed in our business's. Dave will start looking into how to set up something in coordination with our village & township websites.

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11. Adjournment

Motion by HUDSON and second by HARMON to adjourn. All Yeas Motion Carried.

- The meeting was adjourned at 10:57 a.m.

Respect Submitted,

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David A. Tatrow  
Secretary / Director

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