

# OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

## Minutes of the Meeting Held

January 11, 2010

The meeting was called to order at 9:10 a.m. by acting Chairman Paul Harmon

1. Roll Call

Members Present: Leonard Carpenter, Val Bader, Paul Harmon, Frankie Worvie, Deb Pawloski, Arden Hudson, Secretary / Director David Tatrow, Guest: Marla Parker, new Citizens Bank Branch Manager

Members Absent: Bob Price, Tom Bess, Billy Weaver

2. Approval of Minutes

- Motion by BADER and second by CARPENTER to accept the minutes of the December 14, 2009 meeting as presented. All Yeas. Motion Carried.

3. Approval of Finance Report

As of January 11, 2010

DDA Checking	\$376.91
DDA Savings	\$84,300.00
Transportation Bond Fund	\$512.32
Capital Improvement Fund	\$3,670.48
TOTAL	\$88,859.71

### CAPTURED 2009 TAXES DUE TO DDA

Due From Forest Township by May 1, 2010. \$54,599.72

- Motion by HUDSON and second by PAWLOSKI to accept the Finance Report as presented. All Yeas. Motion Carried.

4. Payment of Bills

- None

5. Petition and Unofficial Communications (Audience)

- None

6. Communication from other Village Officials

- Dave Tatrow Reported that the Village's new website should be up and running within a few weeks. It will have the capability to contain all minutes of village meetings, village ordinances, forms, notices and information pertaining to local

# OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

## Minutes of the Meeting Held

January 11, 2010

P. 2

businesses. Emphasis will be placed on promoting the community in order to enhance our economic development.

### 7. Committee Reports

- a. Signs on M-15 to Identify Main Street Business

Deb Pawloski and Val Bader reported that they have not been able to find any examples of other community's signage identifying their business districts.

- b. Village Welcome Signs

Arden Hudson reported that he is still working on getting specifications ready for the foundation for the proposed welcome signs.

### 8. Old Business

- a. Future DDA Projects List (No Report)

- b. Village Decorative Flags

Deb found some flags in a catalog that she'll bring in for the Board to look at. Dave will check with MDOT to see if they're permitted along M-15.

- c. wifi computer Access

Paul Harmon reported that his son Mike is still working with the State and recently with Microsoft attempting to get free internet service in the village.

- d. Proposed Information Sign

Dave suggested that an electronic sign located where the Kiosk was could be a great way to promote the community. Paul added that the cost for the sign could be recouped by charging organizations and businesses for advertising their events. The matter will be kept on the agenda and more information concerning cost will be gathered. The sign committee comprised of Frankie Worvie and Paul Harmon will gather information.

- e. Proposed Recreation Committee

Dave reported that the Village Council has approved the concept of establishing a community recreation committee in an effort to promote the area's recreational facilities. The main focus of the group would be to organize and oversee recreational events and to maximize the community's use of the parks, ball fields, lakes and other natural recreational features. And in general, promote economic development through recreation. The Council has appointed Corrine Gulash to represent the

# OTISVILLE DOWNTOWN DEVELOPMENT AUTHORITY

## Minutes of the Meeting Held

January 11, 2010

P.3

village council. Dave will attend the Forest Township Board meeting this week to request their approval and participation.

- f. Proposed E. Main Street Improvements

Dave submitted a cost estimate of approximately \$53,000 for new sidewalks, storm sewer, asphalt parking area on the north side of E. Main Street from Park Street to the easterly District limits. Dave also submitted a 10 year revenue and expenditure project to the Board for their review.

9. New Business

None

10. Communications from Board Members

None

11. Adjournment

- Motion by HUDSON and second by CARPENTER to adjourn. All yeas. Motion Carried.

The meeting was adjourned at 10:14 a.m.

Respectfully Submitted,

---

David A. Tatrow  
Secretary / Director