

DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF THE BOARD MEETING  
held on March 23, 2007.

A Special Meeting of the Downtown Development Authority, held in the City Council Chambers, 425 North Main Street, was called to order at 3:15 p.m.

**#2 – ROLL CALL**

**PRESENT:** Mary Liz Curtin, Matt Cahaney, Bill Kelly, Maureen Moore, Dick Rosenberger; Lisa Dwyer, Mike Lang, Lori Funk and Karen Seaman

**ABSENT:** Angela Markos

**ALSO PRESENT:** Samuel Moore, Tom Palmer, Rich Haberman, and Deborah Schutt.

**#3 – Fiscal Matters**

The Board discussed the loan payment to the city. Fiscal year 2007/2008 starts the cycle of large principal payments until 2013, ranging from \$45,000 to \$80,000 per year. The Board decided that they would like to request of Council a renegotiation of the loan with the following understanding:

- The loan was originally crafted favorably for the city
- The DDA has totally paid off the first loan.
- The DDA has made all payments of principle and interest according to the agreement including an additional interest payment of \$19,000 in 2003.
- To date the city has realized \$190,000 in interest payments on a \$500,000 loan – approximately 40%
- The loan has benefited the city allowing the city to reflect a balanced budget in lean years.
- The DDA would like to establish a payment which is stable and consistent for the remaining years of the loan.
- The DDA is gearing up for the implementation of physical improvements which are costly and need to financially stretch income as much as possible.
- The DDA would like to establish a fixed interest rate the same as the State Revolving Fund (from which the city is currently borrowing) of 1.72%
- The DDA will make an extra principle payment in 2007 of \$40,000 to show good faith in fiscal responsibility to the Council.

**MOTION BY:** Mary Liz Curtin  
**SUPPORT BY:** Dick Rosenberger

**RESOLVED**, that the DDA present to the Council a proposal to renegotiate the loan to the city with an extra payment of \$40,000 in 2007, a 1.72 fix interest rate and a fixed payment of \$54,000.00 per year to 2013.

**MOTION CARRIED UNANIMOUSLY**

Recognizing that 2007 the DDA will pay the city close to \$90,000 on the loan, the Board reviewed the Work Program and Budget and decided to postpone/reduce the following items:

- Eliminate \$5,000 toward a Student Intern
- Eliminate the \$15,000 of Engineering to incrementally add parking on 14 Mile
- Eliminate \$1,000 of Operating Supplied for 4 on the 4<sup>th</sup>

- Eliminate \$4500 for a Customer Marketing Brochure
- Eliminate \$5,000 from the Marketing Implementation
- Eliminate \$6,000 for the expansion of the Grant Program

#### **#4 – BOARD MEMBERS COMMENTS**

Mary Liz informed the Board that she had contacted Lerner Advertising for their assistance in preparing an item for the gift bag at the April event. In 24 hours they prepared a mock up of a fold out business card size coupon book. Pricing for printing was being obtained. Pricing will determine number of businesses to be included – 6, 12- 18. If only six are permitted the Board decided they should be: Nobel Fish, Black Lotus, Thomas Video, Leon & Lulu's, Wunderground, and Be; Cobo.

A meeting is scheduled for April 13 @ 3:00 p.m. to review the proposal to Council and Power Point presentation.

#### **#5 – ADJOURNMENT**

**MOTIONED BY:** Bill Kelly  
**SUPPORT BY:** Lisa Dwyer

**MOTION CARRIED UNANIMOUSLY**

The meeting was adjourned @ 5:20 p.m.

Next regularly schedule meeting Wednesday, April 18, 2007 @ 8:00 a.m.