

DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF THE BOARD MEETING
held on May 16, 2007.

A Regularly Scheduled Meeting of the Downtown Development Authority, held in the City Council Chambers, 425 North Main Street, was called to order at 8:10 a.m.

#2 – ROLL CALL

PRESENT: Mary Liz Curtin, Matt Cahaney, Bill Kelly, Maureen Moore, Dick Rosenberger; Karen Seaman Mike Lang and Angela Markos

ABSENT: Angela Markos and Lisa Dwyer

ALSO PRESENT: Samuel Moore, Jim Albus, Rich Haberman and Deborah Schutt.

#3 – CONSENT AGENDA ITEMS

- a. April 18, 2007 Minutes
- b. April Financial Report

MOTION BY: Bill Kelly
SUPPORT BY: Maureen Moore

RESOLVED, that consent agenda be approved, as presented.

MOTION CARRIED UNANIMOUSLY

#4 – CORRESPONDENCES

- a. Post Card Invite

MOTION BY: Maureen Moore
SUPPORT BY: Mike Lang

RESOLVED, that the correspondence be received and filed.

MOTION CARRIED UNANIMOUSLY

#5 – BUILDING DEPARTMENT REPORT

- Jim Albus asked the minutes of the April 18 be amended to indicate that:
 - o It was moved by Mary Liz Curtin and supported by Bill Kelly that the DDA agree that 38 N. Main Street will be the first space considered “Development Ready” for a new tenant. Also that Tiara Café’ has “inquired” about an outdoor café

MOTION BY: Mary Liz Curtin
SUPPORT BY: Bill Kelly

RESOLVED, that the minutes of April 18 be reconsidered and that the amendments requested by Jim Albus be made.

MOTION CARRIED UNANIMOUSLY

In addition to the written report Jim noted that Bel Cibo was closed. Bill Kelly and Debbie Schutt to follow-up on Jim's request concerning April's Dream Café.

#6 – FINANCIAL REPORT

- Mark is working on an Expenditures Report which reflects program areas.

#7 – NEW BUSINESS.

a. Review of Banner Designs & Plan

The Board Discussed the Banner Designs and how they fit into a larger plan. It was agreed that the Promotions Committee should review and make a recommendation as to themes and approach.

MOTION BY: Maureen Moore
SUPPORT BY: Mike Lang

RESOLVED, to approve a banner design and to obtain bids to fabricate the banners 4, sets, 8 sets and 16 sets and to request of the City Council their concurrence with our Banner Program Plan.

MOTION BY: Mary Liz Curtin
SUPPORT BY: Dick Rosenberger

RESOLVED, to table the motion pending a recommendation from the Promotions Committee.

#8 – OLD BUSINESS.

a. Newsletter – Spring Edition

- In process will combine with Summer
-

b. Ribbon Cutting – no report

c. 2006/2007 Work Program and Budget Amendment

MOTION BY: Maureen Moore
SUPPORT BY: Bill Kelly

RESOLVED, to confirm approval of the 2006/2007 Budget amendments for a new total of \$147.605.

MOTION CARRIED UNANIMOUSLY

d. 2007/2008 Work Program and Budget -

MOTION BY: Bill Kelly
SUPPORT BY: Dick Rosenberger

RESOLVED, to confirm approval of the 2007/2008 Work Program & Budget with a budget total of \$185.430.50

MOTION CARRIED UNANIMOUSLY

#9 – COMMITTEE REPORT

- a. **Promotions Committee** – The return on investment will be better determined after distribution locally. Mary Liz thinks they got lost in the goodie bag. Mike has had no returns. Matt had one with three phone calls.
- b. **Economic Restructuring** – Report in the agenda package
- c. **Manager Report** – An amendment to the new Liquor Licenses is being proposed which would make it less attractive. Someone wanting a license would have to contact all in the county to see if an existing one was available.

Work on 14 Mile is running ahead of schedule and if it continues the new lanes will be open the end of June.

Bids on the final design for Main Street go to the state in 2 days.

- d. **Executive Director** – Debbie has been working with Senator Papageorge office incorporate into existing legislation provisions to allow for tax abatement on new development within a downtown.

#10 – Public Discussion – non agenda items

None

#11 – BOARD MEMBER COMMENTS

Bill Kelly noted that there was a lighting strike at Old Port. He indicated that perhaps the DDA should have a program in place to assist businesses under a disaster situation. The Economic Restructuring Committee will discuss.

#12 – ADJOURNMENT

MOTIONED BY: Mike Lang
SUPPORT BY: Dick Rosenberger

MOTION CARRIED UNANIMOUSLY

The meeting was adjourned @ 10:00 a.m.

A new member orientation took place immediately following the meeting.

Next regularly schedule meeting Wednesday, June 20, 2007 @ 8:00 a.m.