



Corunna Downtown Development Authority

270 Bachus Street

Date: Dec 22, 2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Joe Sawyer @ 4:12 PM.

Agenda approval:

Motion by Bus S. to approve agenda. Support by Bob Hoschner.
Motion carried.

Item 1. Parade recap - Sheri Bakos, parade chairperson, brought numerous pictures to the DDA showing the wonderful lighted Santa's Parade that was held in downtown Corunna on Dec 3. The parade featured 31000 lights on the numerous entrants (vs. 17000 lights in 2003). The DDA sponsored \$100.00 prizes that were awarded to the following parade entrants:
1. Best themed float - Corunna DPW-Grandma got run over by a reindeer.
2. Best use of lights - Corunna Fire Dept. - Smokin' Hot Christmas.
3. Most lights - Reeves Wheel Alignment - 5069 lights
Sheri also reported that she handed out, with the help of volunteers, 360 candy canes to children present for the parade. Sheri was warmly thanked by the DDA for her efforts and all look forward to next year's parade.

Item 2. Olmsted Community Room -

Joe Sawyer reported that the big downtown project is still on track. The interested parties will get back up to speed in Mid-January 2005. The city has determined that the Olmsted Library Community Room is possibly available to use for our project if the need arises. It could be used by current Hoschner Building or Perry Building tenants if they are required to move as part of the larger project. The Community Room has 1300 sq feet of space plus an attached bathroom and kitchenette area. It has its own separate utilities and is handicap accessible. Joe feels that the DDA may want to pass a motion requesting an option to lease the Community Room from the City at \$8.00 per sq foot plus utilities. This would free up the old library building from being held in reserve by the DDA pending the completion of the downtown project.

Motion Justina Miller

Support Bob Hoschner

Motion to request the city manager draft an option to lease the Olmsted Community Room from the City of Corunna requesting a lease rate of \$8.00 per sq. foot. If the DDA exercises the lease, the DDA will pay utilities. Motion carried.

Item 3. Old Library Building-Jack and Tina Johnson addressed the DDA on their proposal for the building. They have received bids on the renovation of the building at \$154,000 just for the shell of the building. This would complete the cathedral ceilings, loft, windows, decking and stairs down to the river. They are putting the financing together at this time.

Merilee reported that John Stender of Hawkeye Environmental is working on Phase I and II. He assured the DDA and future owners should be able to develop the property any way they wish regardless of contaminants found in the soil.

A committee was formed to negotiate terms with the Johnsons regarding their rent/purchase of the building. Committee members are Steve Olmsted, Bus Spaniola and Joe Sawyer. They will meet with the Johnsons on Weds., Dec 29 at Steve's office.

Meeting adjourned at 5:20 PM
Respectfully submitted,

William M. Graham, SECRETARY

IN ATTENDANCE

- Mike Peterlin _____
- Steve Olmsted x
- Bill Graham x
- Jim Lockwood _____
- Steve Corey x
- Bus Spaniola x
- Bob Hoschner x
- Justina Miller x
- Cheryl Hannah _____
- Steve Miros _____
- Len Wright _____
- Joe Sawyer x
- Merilee Lawson x
- Bill Constine _____
- Jack-Tina Johnson _____
- Sheri Bakos x
- Tim Crawford x
- Scott Johnson x



Corunna Downtown Development Authority

270 Bachus Street

Date: Dec. 1, 2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Chairman Peterlin @ 4:05 PM.

Agenda approval:

Motion by Steve Corey to approve agenda. Support by Bus Spaniola.
Motion carried.

Minutes of previous meeting were presented for approval. Motion by Bob Hoschner to approve minutes. Support by Steve C.. Motion carried.

Financial statements were presented for approval. Motion by Steve C. to approve statements. Support by Bob H.. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made by Bus S.. Support by Bob H.. Motion carried.

Chemical Bank	<u>3615.38</u>	Eddie Haynes	<u>67.50</u>
City of Corunna	<u>58.00</u>	Sohn Linen	
Consumers Energy	<u>40.79</u>	Wm. Graham	<u>225.00</u>
RWS Of Mid-Mich	<u>77.53</u>	Griffin Ins.	<u>2739.00</u>
Boss Engineering	<u>6769.39</u>		
Reid & Sons Plmbg	<u>423.00</u>		

Agenda: Old Business

Item 1.: Old Library Building

Mayor Corey reported to the DDA

on the removal of Jed Dingens as a possible buyer of the former library building and indicated that Jed and Merilee Lawson had had a conversation this morning where he had indicated that he now was not interested.

Jack & Tina Johnson of Johnson Piano presented a proposal to the DDA on their intended use of the building if they are able to purchase it from the DDA. They would like to put in a music store which would include piano sales as well as guitar sales and service. They would also sell and service band instruments. Also, they would have community "jam sessions". Phase I would open up the top of the building with cathedral ceilings and add an accessible bathroom. A loft would be added as well. Phase II would have an addition to the north end that would include a deck and an inside-outside fire place. It could include an internet hot spot and would have a soda fountain. Their original timeline was to take possession in January 2005 and open by fall of 2005.

Their original commitment to the city council was for the purchase price plus investments to total \$125,000.00. They are quite sure it will end up being at least \$175,000.00 just thru Phase I.

Motion Bob Hoschner

Support Bus Spaniola Motion that, contingent on the City Council's approval of the DDA purchase offer, the DDA will enter into negotiations with the Johnsons on purchase of the building. Motion carried.

IN ATTENDANCE

- Mike Peterlin x
- Steve Olmsted
- Bill Graham x
- Jim Lockwood
- Steve Corey x
- Bus Spaniola x
- Bob Hoschner x
- Justina Miller x
- Cheryl Hannah
- Bob Miros x
- Ken Wright
- Joe Sawyer
- Merilee Lawson
- Bill Constine
- Jack & Tina Johnson x

Item 2.: Brownfield - Merilee and Steve Corey have had extensive discussions with the state and it is becoming apparent that a Brownfield designation under the county may not work. Merilee is researching doing our own city/DDA Brownfield.

Item 3.: Phase I and Phase II Environmentals - John Stender of Hawkeye Environmental has begun Phase I. It should be completed within 2 weeks. Phase II will then take an additional 6-8 weeks.

Item 4.: Bank Building sale - The downtown Corunna branch of Fifth third bank had closed in August of 2004. The building was

continued

Dec. 1, 2004

DDA Meeting Minutes continued

listed for sale by the bank for \$315,000.00. It has now been sold to the Corunna Public Schools for an administration office. The selling price was approximately 215,000.00. This negatively impacts the city and DDA in multiple ways. The DDA will lose not only the current TIF recapture of the building (estimated at \$1850.00 per year) but also the future TIF recapture that would be increased because of the taxable value being unlocked at the sale (estimated to be \$ 2000.00 to \$2500.00 per year). The city and DDA would also lose a very valuable retail space to another office type setting that will make it harder to draw people into the downtown.

The meeting was adjourned at 5:45 PM

Respectfully submitted,



William M. Graham, secretary

Corunna Downtown Development Authority

270 Bachus Street

Corunna, Michigan 48817

987-743-5459

Meeting called to order by Rev. Peterlin at 4:10 P.M.
11-17-2004 Time: 4:00 Place: Courtside Cafe

Present: Mike Peterlin, Steve Olmsted, Jim Lockwood, Steve Corey, Bob Hoschner, Justina Miller, Cheryl Hannah, Len Wright, Merilee Lawson, Jack & Tina Johnson

Agenda approval: Motion by Bob Hoschner to approve agenda. Support by Steve Corey. Motion carried.

Agenda Item 1.

Discussion was done for a vision of the downtown. Members of the DDA were polled with their vision for the downtown. The majority of the board members thought that the combination of specialized retail stores along with office were the vision of the future of downtown Corunna.

Agenda Item 2

Merilee Lawson updated the DDA on Brownfield issues as they pertain to the old library property located at 401 N. Shiawassee St. Because the DDA already captures all taxes associated with this property except city improvements, there is no benefit to a Brownfield at this time on the property.

Agenda Item 3

Motion by Bob Hoschner Seconded by: ~~Lynn~~^{Len} Wright to enter into a lease agreement with the City for \$1.00 per month on the old library building with the DDA assuming all maintenance and utilities and exercising their option to purchase after Phase I and Phase II are complete.

Yeas: Mike Peterlin, Steve Olmsted, Jim Lockwood, Steve Corey, Bob Hoschner, Justina Miller, Cheryl Hannah, Len Wright.

No: None

Motion by Bob Hoschner Seconded by: Steve Corey to winterize the building and proceed ahead with Phase I and Phase II environmental studies.

Yeas: Mike Peterlin, Steve Olmsted, Jim Lockwood, Steve Corey, Bob Hoschner, Justina Miller, Cheryl Hannah, Len Wright.

No: None

Motion by Steve Olmsted Seconded by: Steve Corey to proceed ahead with Phase I and Phase II on the old library building.

Yeas: Mike Peterlin, Steve Olmsted, Jim Lockwood, Steve Corey, Bob Hoschner, Justina Miller, Cheryl Hannah, Len Wright.

No: None

Meeting adjourned at 5:30 p.m.

Merilee Lawson / Acting secretary



Corunna Downtown Development Authority
270 Bachus Street
Corunna, Michigan 48817
(517) 743-5459

CORUNNA DDA MEETING AGENDA

Date: November 3, 2004 Time: 4:00 PM Place: Courtside Cafe

1. Call to order
2. Approval of agenda
3. Minutes of previous Meeting
4. Financial Reports
5. Payment of Bills
6. Old Business Library purchase
 Parking Lot cost estimates
 Grant application updates
 Shi-fi wireless applications
7. New Business _____

8. Committee reports
 - A. Bylaws
 - B. Downtown appearance
 - C. Expansion
 - D. Budget/Finance
 - E. Events
9. Open Discussion

Monthly Bills:

Chemical Bank (Mortgage)	<u>3615.38</u>
City of Coruna (Water)	<u>58.00</u>
Eddie Haynes (Maintenance)	<u>117.82</u>
Sohn Linen (Rugs)	_____
Consumers Energy (Utilities)	<u>377.06</u>
RWS of Mid-Mich (Rubbish)	<u>77.53</u>
William Graham (Bldg. Mgr.)	<u>225.00</u>
Dave Collard (Snow removal)	_____
City of Corunna (Prop tax)	_____
Allen Paper Co - Copy paper	<u>27.56</u>
Reid & Sons Plumbing - MEA	<u>53.00</u>



Corunna Downtown Development Authority

270 Bachus Street

Date: 11-3-2004

Corunna, Michigan 48817

Time: 4:00 PM

Place: Courtside Cafe (517) 743-5459

Meeting called to order by Mike Peterlin @ 4:20 PM

Agenda approval:

Motion by Jim Lockwood to approve agenda. Support by Bob Hoschner
Motion carried.

Minutes of previous meeting were presented for approval. Motion by Jim Lockwood
to approve minutes. Support by Steve Miros Motion carried.

Financial statements were presented for approval. Motion by Bob H. to approve
statements. Support by Steve M. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by Justina M. Support by Bob H. Motion carried.

Chemical Bank 3615.38 Eddie Haynes 117.82

City of Corunna 58.00 Sohn Linen

Consumers Energy 377.06 Wm. Graham 225.00

RWS Of Mid-Mich 77.53 Reid & sons 53.00

Allen Paper Co. 27.56

Agenda: Old Business

Item 1.: Library Building

Merilee reported that the City Council
has conditionally accepted the DDA's

bid of \$95,000 for the old library building. They would like 15,000 down and
full payment within one year. They have given us 30 days to accept their offer.
Merilee has spoken to John Stender of Hawkeye Environmental about having a Phase I
and Phase II environmental study done. John believes that the cost would not
exceed 2000.00 for PHase I and 3000-4000.00 for Phase II.

The council would like Brownfield issues resolved within 30 days. Merilee thinks
that 60 days would be more likely. Bob Hoschner is concerned that possible clean-
using Brownfield grants could be jeopardized if the property changes hands.
This issue needs to be resolved. The council also wants the DDA to work with
both Jed Dingens and Jack Johnson and select the offer that we prefer in a timely
manner so that these two parties can move on with their businesses. Mike Peterlin
feels that the selection of a downtown theme will need to be accomplished prior
to selecting a buyer for the building. Selecting a theme will be crucial to help
drive some other things happening in the DDA district.

Rev. Peterlin is concerned that the council is directing the DDA to sell to
Dingens or Johnson. This pressure from council may help the DDA to determine
our direction. The DDA needs to verbalize and formalize our concept to move
forward.

Jack Johnson then addressed the DDA. He and his wife Tina had
attended the Monday council meeting thinking that their offer
would be decided on one way or the other. Learning of the DDA
offer, they eagerly deferred to the DDA's offer hoping to help
further the DDA's plans for the downtown. They look forward to
working with the DDA.

Item 2. - Shi-Fi wireless - Merilee presented a revised appli-
cation form for soliciting business interest in hosting a wire-
less hotspot in the DDA district. She wonders if we really need
the chambers' involvement and overhead costs and suggested Bill
Lawson might look into alternatives for the DDA.

Motion Bob H. Motion to have Bill Graham contact Bill Lawson
Support Jim L. and have him give the DDA options on Wi-Fi with
a budget of \$150.00. Motion carried.

Meeting adjourned at 5:25 PM

William M. Buchan, secretary

IN ATTENDANCE

- Mike Peterlin _____
- Steve Olmsted _____
- Bill Graham _____
- Jim Lockwood _____
- Steve Corey _____
- Bus Spaniola _____
- Bob Hoschner _____
- Justina Miller _____
- Cheryl Hannah _____
- Steve Miros _____
- Len Wright _____
- Joe Sawyer _____
- Merilee Lawson _____
- Bill Constine _____

Financial Statements

**of
CORUNNA D.D.A.
For the Period Ended October 31, 2004**

CORUNNA D.D.A.
Balance Sheet
October 31, 2004

ASSETS

Current Assets

INT. CHECKING ACCOUNT \$ 124,356.11

Total Current Assets \$ 124,356.11

Fixed Assets

HOLIDAY LIGHTS-BANNERS 11,181.02
RESTAURANT EQUIPMENT 8,000.00
BUILDING-CITY CENTRE 691,669.52
ACCUM DEPR-BUILDING (21,911.04)
LAND-CITY CENTRE 27,000.00
STREETSCAPE IMPROVEMENT 4,417.68
PARKING LOT 39,748.00
ACCUM DEPR-PARKING LOT (5,962.14)

Total Fixed Assets 754,143.04

Total Assets \$ 878,499.15

CORUNNA D.D.A.
Balance Sheet
October 31, 2004

LIABILITIES AND EQUITY

Current Liabilities

RENTAL DEPOSITS PAYABLE \$ 4,717.59

Total Current Liabilities \$ 4,717.59

Long Term Liabilities

MORTGAGE-CHEMICAL BANK 241,752.17

Total Long Term Liabilities 241,752.17

Equity

FUND BALANCE 611,589.08

FUND BALANCE REPAIRS 10,000.00

Current Income (Loss) 10,440.31

Total Equity 632,029.39

Total Liabilities & Equity \$ 878,499.15

CORUNNA D.D.A.
Income Statement
For the Period Ended October 31, 2004

	<u>1 Month Ended</u> <u>Oct. 31, 2004</u>	<u>Pct</u>	<u>4 Months Ended</u> <u>Oct. 31, 2004</u>	<u>Pct</u>
Revenue				
RENTAL INCOME	\$ 4,913.14	100.00	\$ 21,877.56	68.42
TIFA RECAPTURE	<u>0.00</u>	<u>0.00</u>	<u>10,098.36</u>	<u>31.58</u>
Total Revenue	4,913.14	100.00	31,975.92	100.00
Operating Expenses				
ADVERTISING	0.00	0.00	1,735.25	5.43
INTEREST	949.58	19.33	3,931.87	12.30
RUBBISH REMOVAL	126.53	2.58	433.05	1.35
JANITORIAL	0.00	0.00	265.50	0.83
OFFICE	27.56	0.56	27.56	0.09
PROFESSIONAL FEES	225.00	4.58	3,650.00	11.41
RUG CLEANING	0.00	0.00	70.50	0.22
REPAIRS & MAINTENANCE	70.72	1.44	2,096.72	6.56
PROPERTY TAXES	0.00	0.00	7,688.68	24.05
UTILITIES	<u>517.73</u>	<u>10.54</u>	<u>1,803.56</u>	<u>5.64</u>
Total Expenses	<u>1,917.12</u>	<u>39.02</u>	<u>21,702.69</u>	<u>67.87</u>
Operating Income	2,996.02	60.98	10,273.23	32.13
INTEREST INCOME	<u>42.69</u>	<u>0.87</u>	<u>167.08</u>	<u>0.52</u>
Total Other Income	<u>42.69</u>	<u>0.87</u>	<u>167.08</u>	<u>0.52</u>
Net Income (Loss)	\$ <u><u>3,038.71</u></u>	<u><u>61.85</u></u>	\$ <u><u>10,440.31</u></u>	<u><u>32.65</u></u>



Corunna Downtown Development Authority

Date: 10-26-2004 270 Bachus Street
Time: 4:00 PM Corunna, Michigan 48817
Place: Courtside Cafe (517) 743-5459

Meeting called to order by Rev. Peterlin @ 4:05 PM

Agenda approval:

Motion by Bob H. to approve agenda. Support by Steve Corey.
Motion carried.

Agenda Item 1.

Property located adjacent to Corunna City Hall-owned by Arnie Dunchock:
The house immediately east of Corunna City Hall has been quit claimed to another party. This party contacted city hall to see if the city had any interest in purchasing the house. Merilee Lawson did some research on the property and found that it has a number of liens on the title and felt that the City/DDA should not pursue the matter further.

Agenda Item 2.

Land acquisition - Mayor Corey took Bob Hoschner, Jana Kurrle and their staffs through both the new and old library buildings. Bob feels that either site could be made suitable. The space in the new library would be more usable but, without knowing the costs of renovation, it is not known if the new library is even a feasible alternative. This makes it imperative that the DDA control the old library site as a fallback position for Bob to move into. Merilee Lawson's recommendation is for the DDA to buy the library with a moderate down payment and a one year payoff with Phase I and Phase II environmental paid by the DDA. Rev. Peterlin believes this allows the DDA to control future use of the property. "It is the entrance to the city." Bill Graham contacted Don Levi from Chemical Bank. Don verbally committed to giving the DDA a mortgage on the building if we need to go outside the city's ability to finance a purchase.

Bus questioned whether council wants DDA to "indicate interest" in the building or to actually buy the building. Mayor Corey explained that the council was under the understanding that the DDA had no interest in buying the property. That was why they instructed Joe Sawyer to include purchase options along with rent/lease options in soliciting interested parties. Steve reiterated that the council is on board with the big picture of the entire downtown plan.

Steve Olmsted believes that the cleanup problem at the old library site is going to deter private investment in the property, although three offers to purchase the building have been received already. Merilee feels that the purchase by the DDA would help the council get out of the real estate business.

IN ATTENDANCE	
Mike Peterlin	x
Steve Olmsted	x
Bill Graham	x
Jim Lockwood	
Steve Corey	x
Bus Spaniola	x
Bob Hoschner	x
Justina Miller	x
Cheryl Hannah	
Steve Miros	
Len Wright	x
Joe Sawyer	
Merilee Lawson	x
Bill Constine	

Motion Steve Olmsted
Support Len Wright Motion to purchase the former library building from the city for \$95,000.00, terms to be negotiated with the city beginning within 90 days. We will negotiate the balance of terms so as not to jeopardize possible Brownfield and/or parking projects.

Yeas: Mike Peterlin, Steve Olmsted, Bill Graham, Bus Spaniola, Bob Hoschner, Steve Corey, Justina Miller, Len Wright.

No : None Motion carried.

Rev. Peterlin asked Bus and Steve Olmsted to work with Merilee on this issue. They agreed.

Meeting adjourned at 5:20 PM

Respectfully submitted,

William M DeBram, secretary



Corunna Downtown Development Authority
270 Bachus Street
Corunna, Michigan 48817
(517) 743-5459

MEETING AGENDA

October 26, 2004
4:00 PM
Courtside Cafe

Call to order
Approval of agenda

Old Business

New Business
Executive Session-Land acquisition

Adjournment



Corunna Downtown Development Authority
 270 Bachus Street
 Corunna, Michigan 48817
 (517) 743-5459

CORUNNA DDA MEETING AGENDA

Date: 10-20-2004 Time: 4:00 PM Place: Courtside Cafe

1. Call to order
2. Approval of agenda
3. ~~Minutes of previous Meeting~~
4. ~~Financial Reports~~
5. ~~Payment of Bills~~
6. Old Business Shi-Fi Wireless Applications
 Library Building Rental Applications
 Parking lot plans
 Grant Application update
7. New Business _____
- _____
- _____
- _____
8. Committee reports
 - A. Bylaws
 - B. Downtown appearance
 - C. Expansion
 - D. Budget/Finance
 - E. Events
9. Open Discussion

Monthly Bills: Chemical Bank (Mortgage) _____
 City of Coruna (Water) _____
 Eddie Haynes (Maintenance) _____
 Sohn Linen (Rugs) _____
 Consumers Energy (Utilities) _____
 RWS of Mid-Mich (Rubbish) _____
 William Graham (Bldg. Mgr.) _____
 Dave Collard (Snow removal) _____
 City of Corunna (Prop tax) _____



Corunna Downtown Development Authority

270 Bachus Street

Date: 10-20-2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Bill Graham @ 4:20 PM.

Agenda approval:

Motion by Bus S. to approve agenda. Support by Bob Hoschner.
Motion carried.

Agenda item 1. - Shi-fi wireless

Doug Cornell from the chamber reported to the DDA that Laingsburg's new wireless hotspot at the city library is up and running. Also, the Shiawassee District Library has conditionally approved two hotspots for the Owosso and Durand libraries. Doug presented to the membership an application form that the DDA could use to select a business or businesses to host a wi-fi hotspot.

Motion Bob Hoschner

Support Bus Spaniola

Motion to give Joe and Merilee authority to change any language in the application as needed and to send the application to businesses in the DDA district to solicit interest in a wireless hotspot.

Motion carried.

Agenda item 2. Parking lot plans - Joe Sawyer and Margaret McAvoy have had several very productive meetings about the parking lots at the new district court area. The county and its department heads and judges are completely on board with the planning so far. Joe has not finished the financials regarding the costs as of the meeting time today. He is preparing costs both with and without grants. There is a job creation criteria in the grant application that was not known when the idea of these grants was brought to the DDA.

The planners have redrawn the plans incorporating the connecting sidewalks into the plans. These new drawings were presented to the members, who liked the new designs. Motion Len Wright

Support Justina Miller

Motion to accept the conceptual design of project 1 from Boss Engineering and request cost estimates for the project.

Motion carried.

Agenda item 3. Library Building rental

The city council agrees with the DDA to rent/lease the old library building for one year. City council instructed Joe to come up with a bid proposal form to send to interested parties to elicit interest in leasing, buying, leasing with option to buy, etc. This was sent to those who had sent in proposals to buy the building as well as others. Bob Hoschner expressed concern as to where his office would go if council sells the building. He currently has not selected a site to move his business to and his building is the centerpiece of the entire downtown project as it is currently being presented. He stated that he is not in a position to sell his building if another Corunna site for his business is not located. Members wondered if the DDA might buy the old library building to insure that Bob would have a place to go. Bus wondered if the DDA might be

IN ATTENDANCE	
Mike Peterlin	
Steve Olmsted	x
Bill Graham	x
Jim Lockwood	
Steve Corey	
Bus Spaniola	x
Bob Hoschner	x
Justina Miller	x
Sheryl Hannah	x
Steve Miros	x
Len Wright	x
Joe Sawyer	x
Merilee Lawson	x
Bill Constine	

-continued-

Corunna DDA minutes continued

October 20, 2004

able to finance the purchase with the city. This would not use up all of our cash reserves. Joe Sawyer thought that the council may accept this. The council is pushing to sell the building. Another possibility for Bob to move is the new library building. There are 3000 sq. feet of undeveloped space in this building. One problem is the need for asbestos cleanup. It also would have to be remodeled into usable office space. One suggestion was to have Bob pay for the remodeling in lieu of rent payments. There followed much discussion on the disposition of the old library building. The city believes that the DDA should buy it so as to control what goes in to the property. Members felt that we were being pressured into a decision today at the last minute.

Motion Steve Olmsted
Support Justina Miller

Motion to call a special meeting for Tuesday October 26 at 4:00 PM at Courtside Cafe to consider submitting a proposal to purchase the old library building.
Motion carried.

Motion Bus Spaniola
Support Steve Olmsted

Motion to move into executive session to consider land acquisition.
Motion carried.

Executive session

Motion Bus S.
Support Steve O.

Motion to leave executive session.
Motion carried.

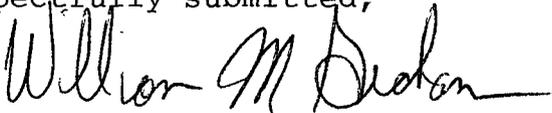
Meeting resumed at 6:15 PM

Motion Bus S.
Support Steve O.

Motion to adjourn.
Motion carried.

The meeting was adjourned at 6:16 PM

Respectfully submitted,



William M. Graham secretary



Corunna Downtown Development Authority

270 Bachus Street

Date: 10-6-2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Chairman Peterlin @ 4:12 PM.

Agenda approval:

Motion by Bob H. to approve agenda. Support by Steve Olmsted.
Motion carried.

Minutes of previous meeting were presented for approval. Motion by Steve O.
to approve minutes. Support by Bob H.. Motion carried.

Financial statements were presented for approval. Motion by Steve O. to approve
statements. Support by Bob H.. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by Steve O.. Support by Joe S.. Motion carried.

Chemical Bank	<u>3615.38</u>	Eddie Haynes	<u>103.50</u>
City of Corunna	<u>58.00</u>	Sohn Linen	<u>49.00</u>
Consumers Energy	<u>244.91</u>	Wm. Graham	<u>242.72</u>
RWS Of Mid-Mich		Beyer Roofing	<u>1650.00</u>
Consumers Energy	<u>82.67</u>	Don Horton	<u>500.00</u>
Boss Engineering	<u>2000.00</u>	Farmers Garden	<u>1634.00</u>

Agenda: Old Business

Item 1.: DDA Expansion Update

Merilee Lawson presented a map of the city with the proposed new DDA district outlined. At the Oct 4 public hearing, two homeowners who live on Corunna Avenue in front of the Historical Village objected to being included in the district. These properties lie at the western edge of the proposed new district. The council then adopted the new district excluding these properties. There is now a 60 day waiting period. The new district will be filed with the state. School and RESD taxes will not be recaptured in this new district.

Item 2. Grant applications update

The sewer grant application has gone to the state of Michigan. Valde Garcia has written an endorsement letter on the city's behalf. The second grant-the Gateway project grant- has not been submitted yet. There are a few loose ends to tie up. The county is on board and things are nearly ready to go. Joe will be applying for a 500,000 grant vs. our original 400,000 with the county portion making up the 100,000 difference.

Item 3. Parking lot plan update

The Olmsted Library/Jail parking lot plan is on the back burner. Joe has directed Boss Engineering to put the District Court Parking lot on the front burner with the plan to close Brady Street behind the Court/Hoschner bldgs. He has asked Boss to incorporate pedestrian walkways from the north to the south to connect the court houses and from the east to west to connect the parking lots to the downtown. Also, parking immediately adjacent to the courthouse is to be eliminated.

Item 4 Shi-Fi Wireless application update - tabled

Item 5 DDA District Sidewalks-Joe and Merilee have come to the DDA with a plan for the DDA to participate in the cost of any commercial sidewalks done within the DDA district. Chairman Peterlin, pastor of the Methodist Church within the DDA boundaries, wanted the membership to know that he has not been involved in this plan and has had no input in bringing it to the meeting. A list of current costs is attached to the minutes.

continued

IN ATTENDANCE	
Mike Peterlin	<u>x</u>
Steve Olmsted	<u>x</u>
Bill Graham	<u>x</u>
Jim Lockwood	<u> </u>
Steve Corey	<u> </u>
Bus Spaniola	<u> </u>
Bob Hoschner	<u>x</u>
Justina Miller	<u> </u>
Cheryl Hannah	<u>x</u>
Steve Miros	<u>x</u>
Len Wright	<u> </u>
Joe Sawyer	<u>x</u>
Merilee Lawson	<u>x</u>
Bill Constine	<u>x</u>
1. McAvoy	<u>x</u>

Corunna DDA meeting minutes continued
October 6, 2004

Prior city policy on sidewalks had been a 75% cost share with a 3 year payback for homeowners and commercial properties alike. The city's new policy (prior to the streetscape project) was to implement a 50-50 cost share with residential using a five year payback while commercial properties had to pay 100% of the cost. This policy was city wide, not just in the DDA district. The reasoning behind this policy was to encourage larger developers to foot the entire cost of sidewalks as part of their project costs.

Joe Sawyer is asking the DDA to implement a policy that the DDA would pick up 50% of the cost for commercial properties within the DDA district for their sidewalk replacements. He feels that this is a good use of the city's TIF recapture funds that the DDA is currently receiving. Motion Bob Hoschner

Support Cheryl Hannah

Motion to approve \$4800.75 payment of sidewalk and approach costs for the Methodist and Nazarene churches subject to each of the churches' leases of their parking lots being extended for 15 years. Motion carried.

This motion covers most of the westerly approach to the parking lots behind the city centre that the DDA leases and maintains. The membership feels that much of the wear and tear on these sidewalks and approaches is related to the use of the lots by the DDA as public lots.

Motion Bob Hoschner

Support Steve Olmsted

Motion to approve \$4720.00 payment for sidewalks and landscaping for the Nazarene and Methodist Churches as well as Brady's Foodland as part of the city's 2004 sidewalk program. Also to set a DDA policy of paying 50% of the cost of sidewalks within the DDA district for commercial property owners.

Motion carried.

Motion Bob Hoschner

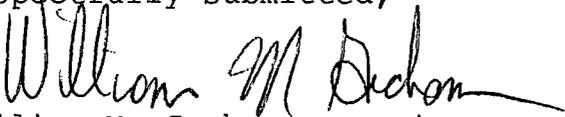
Support Steve Olmsted

Motion to adjourn.

Motion carried.

The meeting was adjourned at 5:25 PM

Respectfully submitted,



William M. Graham, secretary



Corunna Downtown Development Authority
 270 Bachus Street
 Corunna, Michigan 48817
 (517) 743-5459

CORUNNA DDA MEETING AGENDA

Date: OCT 6, 2004 Time: 4:00 PM Place: COURTSIDE CAFE

1. Call to order
2. Approval of agenda
3. Minutes of previous Meeting
4. Financial Reports
5. Payment of Bills
6. Old Business
 - DDA EXPANSION PUBLIC HEARING RESULTS
 - GRANT APPLICATION UPDATE
 - PARKING LOT PLAN UPDATE
 - SHI - FI APPLICATION UPDATE

7. New Business
 - DDA DISTRICT SIDEWALK COSTS
 - _____
 - _____
 - _____

8. Committee reports
 - A. Bylaws
 - B. Downtown appearance
 - C. Expansion
 - D. Budget/Finance
 - E. Events

9. Open Discussion

Monthly Bills:	Chemical Bank (Mortgage)	<u>3615³⁸</u>
	City of Coruna (Water)	<u>58.00</u>
	Eddie Haynes (Maintenance)	<u>103.50</u>
	Sohn Linen (Rugs)	<u>49.00</u>
	Consumers Energy (Utilities)	<u>244.91 + 82.67</u>
	RWS of Mid-Mich (Rubbish)	<u> </u>
	William Graham (Bldg. Mgr.)	<u>242.72</u>
	Dave Collard (Snow removal)	<u> </u>
	City of Corunna (Prop tax)	<u> </u>
	<u>BOSS ENGINEERING - PLANS</u>	<u>2000.00</u>
	<u>BEYER ROOFING</u>	<u>1950.00</u>
	<u>DON HORTON & SONS - APPROX SKL</u>	<u>500.00</u>
	<u>FARMERS GARDEN - 3mo. SERVICE</u>	<u>1634.00</u>



Perrin Construction Co., Inc.
Building Michigan Since 1949

8888 East Lansing Road, Durand, Michigan 48429
989-288-6046 FAX: 989-288-2731 E-MAIL: pc6@michonline.net

October 6, 2004

Corunna City Centre
211 N. Shiawassee St.
Corunna, MI. 48817
Mr. Bill Graham

Completed is a short summary of misc. building maintenance items that need to be taken care of at the Corunna City Centre located at 211 N. Shiawassee St. in downtown Corunna. I have included costs after each of the items. These items are in need of repair but could wait until spring. The masonry repairs next to the main electrical service, plug cover @ electrical outlet at rear entrance & exterior light fixtures should be re-attached before winter months. All of the below repairs should take approx. 10-14 days.

Re-attach existing downspout straps at rear of building. Install new door sweep on rear entry door. Repair 3' damaged section of aluminum downspout & replace with new at rear of building. Straighten & re-attach exterior light fixtures at front & rear of building. Caulk perimeter of light fixture base covers. Replace plastic cover on existing sprinkler service at rear of building. Install electrical plug cover over existing electrical outlet at rear of building. \$650.00

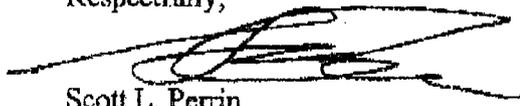
Scrape & clean existing wood trim, re-caulk & repaint @ windows & doors. (21 - 4' x 6' windows & exterior aluminum entrance doors.) Clean re-caulk & repaint existing rear hollow metal door & frame. \$2,462.00

Remove, reset, & re-grout loose ceramic floor tiles @ rear entrances. Apply (2) coats clear silicone water sealer & re-caulk misc. ceramic tile @ all entrances. \$995.00

Complete misc. tuckpointing & caulking of brick masonry at front & rear exterior of building. \$2,145.00

Scraping, cleaning, re-caulking & painting of cornice woodwork on front of building. \$2,680.00

Respectfully,



Scott L. Perrin
Vice President

Financial Statements

**of
CORUNNA D.D.A.
For the Period Ended September 30, 2004**

**CORUNNA D.D.A.
Balance Sheet
September 30, 2004**

ASSETS

Current Assets

INT. CHECKING ACCOUNT \$ 123,983.20

Total Current Assets \$ 123,983.20

Fixed Assets

HOLIDAY LIGHTS-BANNERS 11,181.02
 RESTAURANT EQUIPMENT 8,000.00
 BUILDING-CITY CENTRE 691,669.52
 ACCUM DEPR-BUILDING (21,911.04)
 LAND-CITY CENTRE 27,000.00
 STREETScape IMPROVEMENT 4,417.68
 PARKING LOT 39,748.00
 ACCUM DEPR-PARKING LOT (5,962.14)

Total Fixed Assets 754,143.04

Total Assets \$ 878,126.24

**CORUNNA D.D.A.
Balance Sheet
September 30, 2004**

LIABILITIES AND EQUITY

Current Liabilities

RENTAL DEPOSITS PAYABLE \$ 4,717.59

Total Current Liabilities \$ 4,717.59

Long Term Liabilities

MORTGAGE-CHEMICAL BANK 244,417.97

Total Long Term Liabilities 244,417.97

Equity

FUND BALANCE 611,589.08
 FUND BALANCE REPAIRS 10,000.00
 Current Income (Loss) 7,401.60

Total Equity 628,990.68

Total Liabilities & Equity \$ 878,126.24

CORUNNA D.D.A.
Income Statement
For the Period Ended September 30, 2004

	1 Month Ended Sep. 30, 2004	Pct	3 Months Ended Sep. 30, 2004	Pct
Revenue				
RENTAL INCOME	\$ 7,538.14	83.90	\$ 16,964.42	62.69
TIFA RECAPTURE	<u>1,446.35</u>	<u>16.10</u>	<u>10,098.36</u>	<u>37.31</u>
Total Revenue	8,984.49	100.00	27,062.78	100.00
Operating Expenses				
ADVERTISING	1,634.00	18.19	1,735.25	6.41
INTEREST	991.54	11.04	2,982.29	11.02
RUBBISH REMOVAL	76.63	0.85	306.52	1.13
JANITORIAL	103.50	1.15	265.50	0.98
PROFESSIONAL FEES	2,725.00	30.33	3,425.00	12.66
RUG CLEANING	0.00	0.00	70.50	0.26
REPAIRS & MAINTENANCE	1,950.00	21.70	2,026.00	7.49
PROPERTY TAXES	0.00	0.00	7,688.68	28.41
UTILITIES	<u>354.91</u>	<u>3.95</u>	<u>1,285.83</u>	<u>4.75</u>
Total Expenses	<u>7,835.58</u>	<u>87.21</u>	<u>19,785.57</u>	<u>73.11</u>
Operating Income	1,148.91	12.79	7,277.21	26.89
INTEREST INCOME	<u>40.56</u>	<u>0.45</u>	<u>124.39</u>	<u>0.46</u>
Total Other Income	<u>40.56</u>	<u>0.45</u>	<u>124.39</u>	<u>0.46</u>
Net Income (Loss)	\$ <u><u>1,189.47</u></u>	<u><u>13.24</u></u>	\$ <u><u>7,401.60</u></u>	<u><u>27.35</u></u>



Corunna Downtown Development Authority

270 Bachus Street

Date: 9-22-2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Joe Sawyer @ 4:08 PM.

Agenda approval:

Motion by Bus S. to approve agenda. Support by Bob Hoschner
Motion carried.

Minutes of previous meeting were presented for approval. Motion by N/A
to approve minutes. Support by N/A. Motion carried.

Financial statements were presented for approval. Motion by N/A to approve
statements. Support by N/A. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by N/A. Support by N/A. Motion carried.

Chemical Bank	Eddie Haynes
City of Corunna	Sohn Linen
Consumers Energy	Wm. Graham
RWS Of Mid-Mich	

Agenda: Old Business

Item 1.: Shi-Fi Wireless

Doug Cornell from the Chamber of Commerce presented a new handout on the Shi-Fi Wireless proposal. It detailed what the ongoing costs would be to implement this system and gave a couple of income scenarios for offsetting the monthly cost as well as the 1200.00 startup cost. Discussion then moved to where the Shi-Fi hotspot would be. There were a number of suggestions - City Hall, Library, Courtside Cafe, etc. Doug mentioned that Laingsburg had adopted a hotspot at their Library.

Joe Sawyer and Doug decided that the two of them would put together a bid-type proposal where the DDA could solicit businesses to apply for a hot-spot and we could then decide where the hot spot should be.

Motion Len Wright

Support Bob Hoschner Motion to fund a community Wi-Fi Hotspot subject to city staff putting together an application process and finding a suitable host. Motion carried.

Item 2. DDA Expansion - City council passed a resolution to expand the DDA district. This requires a public hearing. This hearing is set for Oct. 4, 2004. City staff and the mayor changed the boundaries slightly from the DDA's plan beginning back in May at our planning meeting. This change does not need DDA approval and was not contested by the DDA membership.

IN ATTENDANCE

Mike Peterlin	
Steve Olmsted	x
Bill Graham	x
Tim Lockwood	
Steve Corey	
Bus Spaniola	x
Bob Hoschner	x
Justina Miller	
Sheryl Hannah	x
Steve Miros	x
Len Wright	x
Joe Sawyer	x
Lee Lawson	
Bill Constine	
Doug Cornell	x
Peggy McAvoy	x

Item 3. Parking issue - The City/DDA hired Boss Engineering to provide planning for the various parking projects that the DDA would like to undertake. They were able to meet our timelines more easily than Capital Consultants and, in fact, were able to present Joe with some preliminary parking plans that were then presented to the DDA membership. Joe has also taken these plans to the County Commissioners who, with Margaret McAvoy, are on board with the DDA and City in addressing the many parking issues that the city faces. More city-county meetings will take place on Friday and our grant application should go to the state next week.

Item 4. Library building - The City/DDA received a third bid

cont.

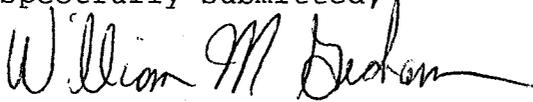
9-22-2004

DDA Minutes Continued

regarding purchase or lease of the former Library building. This bid was from Jack Johnson of Johnson Piano. His proposal called for a purchase price of \$75,000 plus a guarantee of thousands of dollars in improvements. An alternative to buying the building was a proposal by Johnson to lease the building for up to two years at \$500.00 per month. No action was taken.

The meeting was adjourned at 5:45 PM

Respectfully submitted,

A handwritten signature in cursive script that reads "William M. Graham". The signature is written in dark ink and is positioned above the printed name.

William M. Graham, secretary



Corunna Downtown Development Authority

270 Bachus Street

Date: 9-8-2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Mike Peterlin @ 4:10 PM

Agenda approval:

Motion by Bus Spaniola to approve agenda. Support by Bob Hoschner
Motion carried.

Minutes of previous meeting were presented for approval. Motion by Steve Olmsted to approve minutes. Support by Len Wright. Motion carried.

Financial statements were presented for approval. Motion by Bob H. to approve statements. Support by Steve O.. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made by Bob H.. Support by Bus S.. Motion carried.

Chemical Bank	3615.38	Eddie Haynes	85.50
City of Corunna	52.00	Sohn Linen	47.00
Consumers Energy	415.88	Wm. Graham	225.00
RWS Of Mid-Mich	76.63	City of Corunna	101.25
Maurer Heating	76.00		

Agenda: Old Business

Item 1.: Parking lots

Joe Sawyer presented a spread-sheet where he tried to reconcile the 7 different bids that the DDA had received for design work. Because of costs and staffing he was able to recommend three bids to the DDA: Boss Engineering, Capital Consultants, and Spicer Group. Bob Hoschner expressed concern that the timetable of having the work done seemed excessive to meet the DDA's timetable.

Motion: Bob Hoschner

Support: Cheryl Hannah

Motion to approve Capital Consultants or Boss Engineering based on their ability to fit their timeline into our needs, with Capital Consultants preferred if they can meet our time needs. Motion carried.

Item 2. MEDC Grants - Joe and Merilee informed the DDA members of two state grant programs available. Joe and Merilee have already met with Joe Borgstrom, formerly of MEDC, and Steve Willoughby, currently with MEDC. Their feeling is that the DDA has an excellent chance at receiving grants that will help with the parking lot projects and that the grants could be approved soon for spring 2005 construction.

Motion: Bus Spaniola

Support: Steve Olmsted Motion to ask Joe Sawyer and city staff to apply for a Michigan Downtown and Gateways grant on behalf of the DDA based on a grant application for \$400,000 and a DDA match of \$400,000. Motion carried.

IN ATTENDANCE	
Mike Peterlin	x
Steve Olmsted	x
Bill Graham	x
Jim Lockwood	
Steve Corey	x
Bus Spaniola	x
Bob Hoschner	x
Justina Miller	x
Cheryl Hannah	x
Steve Miros	x
Len Wright	x
Joe Sawyer	x
Merilee Lawson	x
Bill Constine	x

Item 3 - Library building - Last month the DDA had received bids from Dingens Architect for \$75,000 and a proposal to invest \$25,000 into the building; and a second bid from Lonny Numerich -Corunna Realty for \$105,000. This property involves one of our parking lot projects and a sale now could impact having the lots done by the DDA or possible grants for doing the work. The city also has not yet gotten brown-field designation for the property. Some members felt that we might be better off to lease the building while these issues get resolved.

continued

DDA Minutes

Sept 8, 2004

Continued

Discussion then moved to the City Council's stated desire to get the property on the tax rolls and to fulfill their promise to sell it to recoup some of the costs of the new library building. Joe informed the DDA that the property will go back on the tax rolls come January 2005 regardless of whether it sells as its tenant would not be governmental. Motion: Bob Hoschner

Support: Bus Spaniola

Motion to recommend to council that the city lease the former public library building for up to a year pending resolution of the parking lot issues. Motion carried.

Item 4 - Mich Online - Michigan Online has rented the available space in the City Centre using the former banquet room. They are paying all construction costs and expect to utilize the space for the next 18-24 months. The additional rent is only 125.00 per month but they are picking up the utilities for that side of the building.

Item 5 - Roof repair - The roof over the City Centre is in need of some routine maintenance. The wall of Arnie Dunchock's office has had some weather-related damage to it and some of the mortar that had been applied to cover the bricks has been falling on to our roof. The DDA has contracted with Beyer Roofing to complete these repairs.

Item 6 - Festival of Lights - Last year the DDA provided \$300.00 for prizes for the parade floats. We also bought \$250.00 for candy to be given out during the parade. The parade organizers would like the DDA to participate again this year but with less money for candy.

Motion: Bus Spaniola

Support: Len Wright Motion to provide \$300.00 for prizes for the parade and \$150.00 for candy. Motion carried.

5:12 PM Motion Bus Spaniola

Support: Bob Hoschner Motion to go into executive session for the purposes of discussing land acquisition. Motion carried.

5:45 PM Meeting was resumed after leaving executive session.

5:47 PM Meeting adjourned

Respectfully submitted,



William M. Graham, secretary



Corunna Downtown Development Authority

Date: August 4, 2004 270 Bachus Street
Time: 4:00 PM Corunna, Michigan 48817
Place: Courtside Cafe (517) 743-5459

Meeting called to order by Joe Sawyer @ 4:08 PM

Agenda approval:

Motion by Len W. to approve agenda. Support by Steve Miros as amended to remove Shi-fi.
Motion carried.

Minutes of previous meeting were presented for approval. Motion by Len Wright to approve minutes. Support by Justina M. Motion carried.

Financial statements were presented for approval. Motion by Justina M. to approve statements. Support by Len Wright. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made by Justina M. Support by Len Wright. Motion carried.

Chemical Bank	3615.38	Eddie Haynes	76.50
City of Corunna	65.71	Sohn Linen	
Consumers Energy	80.96	Wm. Graham	225.00
City of Corunna	7668.68	prop txs	
Don Horton & Sons	250.00	(appraisal)	

Agenda: Old Business

Item 1.: Michigan On-Line

Bill Graham met with Gordon Parkinson from Mich-Online about their need for more space. They currently lease 423 Sq. ft. for 350.00 per month with the DDA picking up utilities. They are on a month to month lease. They would like to put in an archway through the back wall of their space into the former banquet area of the former restaurant. They will have the work done and pay for it. They will also install a temporary wall between their space and the restaurant for security purposes. They will also take over the utilities for the banquet room end of the building. Bill Graham will negotiate with Gordon on the monthly lease amount as well as the length of the lease.

Item 2. Parking lots- Joe Sawyer met with many engineering firms after sending out 12 to 15 requests for proposals. Seven firms submitted bids. The DDA then opened each of the seven bids. Bidding firms were as follows:

- 1) Spicer Group
- 2) Fishbeck Thomas
- 3) Boss Engineering
- 4) Capital Consultants
- 5) Jed Dingens
- 6) CHMP
- 7) Rowe Engineering

The membership, being new to bids and architectural language, had Joe and representatives from Spicer Group and Rowe Engineering try to explain what the bids were trying to tell us. It was decided that Joe and Tim Crawford will meet and go over the bids and try to put them in a readable format for the members to study by the next meeting. Copies of the bids will be sent to members not in attendance.

Item 3. Library building bids - First bid opened was from real estate agent Lonny Numerich; building use - Real Estate office; Bid : \$105,000.00.

Second bid opened was from Jed Dingens, architect; building use - Architectural office; Bid - \$75,000.00. This bid also indicated that \$25,000.00 would be put into the building for an entrance and doors-windows etc.

The members discussed the various possible uses, the prices on the bids and the low number of bids. No action was taken.

The meeting was adjourned at 5:27 PM

Sincerely, *William M. DeCham*, secretary

IN ATTENDANCE

- Mike Peterlin
- Steve Olmsted
- Bill Graham
- Jim Lockwood
- Steve Corey
- Bus Spaniola
- Bob Hoschner
- Justina Miller
- Cheryl Hannah
- Steve Miros
- Len Wright
- Joe Sawyer
- Mailee Lawson
- il Constine
- heryl Warren
- oug Scott-Rowe
- obert Reh-Spicer

Financial Statements

**of
CORUNNA D.D.A.
For the Period Ended August 31, 2004**

CORUNNA D.D.A.

Balance Sheet

August 31, 2004

ASSETS

Current Assets

INT. CHECKING ACCOUNT \$ 125,417.57

Total Current Assets \$ 125,417.57

Fixed Assets

HOLIDAY LIGHTS-BANNERS 11,181.02
RESTAURANT EQUIPMENT 8,000.00
BUILDING-CITY CENTRE 691,669.52
ACCUM DEPR-BUILDING (21,911.04)
LAND-CITY CENTRE 27,000.00
STREETSCAPE IMPROVEMENT 4,417.68
PARKING LOT 39,748.00
ACCUM DEPR-PARKING LOT (5,962.14)

Total Fixed Assets 754,143.04

Total Assets \$ 879,560.61

CORUNNA D.D.A.

Balance Sheet

August 31, 2004

LIABILITIES AND EQUITY

Current Liabilities

RENTAL DEPOSITS PAYABLE \$ 4,717.59

Total Current Liabilities \$ 4,717.59

Long Term Liabilities

MORTGAGE-CHEMICAL BANK 247,041.81

Total Long Term Liabilities 247,041.81

Equity

FUND BALANCE 611,589.08
FUND BALANCE REPAIRS 10,000.00
Current Income (Loss) 6,212.13

Total Equity 627,801.21

Total Liabilities & Equity \$ 879,560.61

CORUNNA D.D.A.
Income Statement
For the Period Ended August 31, 2004

	1 Month Ended Aug. 31, 2004	Pct	2 Months Ended Aug. 31, 2004	Pct
Revenue				
RENTAL INCOME	\$ 3,713.14	30.03	\$ 9,426.28	52.14
TIFA RECAPTURE	8,652.01	69.97	8,652.01	47.86
Total Revenue	12,365.15	100.00	18,078.29	100.00
Operating Expenses				
ADVERTISING	101.25	0.82	101.25	0.56
INTEREST	1,009.17	8.16	1,990.75	11.01
RUBBISH REMOVAL	76.63	0.62	229.89	1.27
JANITORIAL	85.50	0.69	162.00	0.90
PROFESSIONAL FEES	225.00	1.82	700.00	3.87
RUG CLEANING	47.00	0.38	70.50	0.39
REPAIRS & MAINTENANCE	76.00	0.61	76.00	0.42
PROPERTY TAXES	0.00	0.00	7,688.68	42.53
UTILITIES	562.55	4.55	930.92	5.15
Total Expenses	2,183.10	17.66	11,949.99	66.10
Operating Income	10,182.05	82.34	6,128.30	33.90
INTEREST INCOME	83.83	0.68	83.83	0.46
Total Other Income	83.83	0.68	83.83	0.46
Net Income (Loss)	\$ 10,265.88	83.02	\$ 6,212.13	34.36



Corunna Downtown Development Authority
270 Bachus Street
Corunna, Michigan 48817
(517) 743-5459

CORUNNA DDA MEETING AGENDA

Date: August 4, 2004 Time: 4:00 P.M. Place: Courtside Cafe

1. Call to order
2. Approval of agenda
3. Minutes of previous Meeting
4. Financial Reports
5. Payment of Bills
6. Old Business Shi-Fi Doug Cornell
Mich-Online Rental addition

7. New Business Bids - Parking Lots
Bids - Former Library

8. Committee reports
 - A. Bylaws
 - B. Downtown appearance
 - C. Expansion
 - D. Budget/Finance
 - E. Events

9. Open Discussion

Monthly Bills:	Chemical Bank (Mortgage)	<u>3615.38</u>
	City of Coruna (Water)	<u>65.71</u>
	Eddie Haynes (Maintenance)	<u>76.50</u>
	Sohn Linen (Rugs)	_____
	Consumers Energy (Utilities)	<u>80.96</u>
	RWS of Mid-Mich (Rubbish)	<u>153.26</u>
	William Graham (Bldg. Mgr.)	<u>225.00</u>
	Dave Collard (Snow removal)	_____
	City of Corunna (Prop tax)	<u>7668.68</u>
	Don Horton & Sons-appraisal	<u>250.00</u>
	_____	_____
	_____	_____

Financial Statements

**of
CORUNNA D.D.A.
For the Period Ended July 31, 2004**

**CORUNNA D.D.A.
Balance Sheet
July 31, 2004**

ASSETS

Current Assets

INT. CHECKING ACCOUNT \$ 117,757.90

Total Current Assets \$ 117,757.90

Fixed Assets

HOLIDAY LIGHTS-BANNERS	11,181.02
RESTAURANT EQUIPMENT	8,000.00
BUILDING-CITY CENTRE	691,669.52
ACCUM DEPR-BUILDING	(21,911.04)
LAND-CITY CENTRE	27,000.00
STREETSCAPE IMPROVEMENT	4,417.68
PARKING LOT	39,748.00
ACCUM DEPR-PARKING LOT	<u>(5,962.14)</u>

Total Fixed Assets 754,143.04

Total Assets \$ 871,900.94

**CORUNNA D.D.A.
Balance Sheet
July 31, 2004**

LIABILITIES AND EQUITY

Current Liabilities

RENTAL DEPOSITS PAYABLE \$ 4,717.59

Total Current Liabilities \$ 4,717.59

Long Term Liabilities

MORTGAGE-CHEMICAL BANK 249,648.02

Total Long Term Liabilities 249,648.02

Equity

FUND BALANCE	615,589.08
FUND BALANCE REPAIRS	6,000.00
Current Income (Loss)	<u>(4,053.75)</u>

Total Equity 617,535.33

Total Liabilities & Equity \$ 871,900.94

CORUNNA D.D.A.
Income Statement
For the Period Ended July 31, 2004

	<u>1 Month Ended</u> <u>Jul. 31, 2004</u>	<u>Pct</u>	<u>1 Month Ended</u> <u>Jul. 31, 2004</u>	<u>Pct</u>
Revenue				
RENTAL INCOME	\$ <u>5,713.14</u>	<u>100.00</u>	\$ <u>5,713.14</u>	<u>100.00</u>
Total Revenue	5,713.14	100.00	5,713.14	100.00
Operating Expenses				
INTEREST	981.58	17.18	981.58	17.18
RUBBISH REMOVAL	153.26	2.68	153.26	2.68
JANITORIAL	76.50	1.34	76.50	1.34
PROFESSIONAL FEES	475.00	8.31	475.00	8.31
RUG CLEANING	23.50	0.41	23.50	0.41
PROPERTY TAXES	7,688.68	134.58	7,688.68	134.58
UTILITIES	<u>368.37</u>	<u>6.45</u>	<u>368.37</u>	<u>6.45</u>
Total Expenses	<u>9,766.89</u>	<u>170.95</u>	<u>9,766.89</u>	<u>170.95</u>
Operating Income	<u>(4,053.75)</u>	<u>(70.95)</u>	<u>(4,053.75)</u>	<u>(70.95)</u>
Net Income (Loss)	\$ <u><u>(4,053.75)</u></u>	<u><u>(70.95)</u></u>	\$ <u><u>(4,053.75)</u></u>	<u><u>(70.95)</u></u>



Corunna Downtown Development Authority

270 Bachus Street

Date: 7-21-2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Mike Peterlin @ 4:15 PM.

Agenda approval:

Motion by Steve C. to approve agenda. Support by Len Wright
Motion carried.

Minutes of previous meeting were presented for approval. Motion by n/a
to approve minutes. Support by . Motion carried.

Financial statements were presented for approval. Motion by n/a to approve
statements. Support by . Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by n/a. Support by . Motion carried.

Chemical Bank Eddie Haynes
City of Corunna Sohn Linen
Consumers Energy Wm. Graham

Agenda: Old Business

Item 1.: Shi-FI internet

Doug Cornell and Mike Cross from the Chamber presented a new wireless concept. The original plan was to construct an antenna in the bell-tower of the courthouse to project a wireless signal for internet service in a 1/4 to 1/2 mile radius. Our past member questions were whether the DDA should be in the internet provider business.

Doug's new presentation- Hot spots at various locations such as the library, city hall, McCurdy Park, Courtside Cafe, etc. This would reduce the fixed costs since there would be no antennae to build and install. Doug is looking for the Corunna DDA to take the lead and possibly fund the hardware and some of the marketing and monthly costs for each hot spot. Customers would sign up for this service on an hourly, daily or monthly basis. Doug recommends this plan. Merilee Lawson sees this plan as being more specific to the DDA district. Doug will meet with Joe and Merilee to come up with two to three different proposals to bring to our next meeting showing possible costs to the DDA and to the hot spot owners.

Doug and Mike left the meeting at 5:25 PM

Item 2. DDA expansion - The May 15 meeting resulted in our voting to recommend

to the city an expansion of the DDA district to include McDonnell street and the district court parking lots. We omitted the home east of City Hall. We voted to expand down Mack St. to the park. There were questions whether we should expand down Corunna Ave. to the park instead. Discussion then moved to which other streets should be included, if any. Motion Steve C. Support Justina Motion to recommend expansion of the DDA district west to Gov. Parsons Drive at a depth of one property owner on each side of Corunna Ave. along the way. Also, to include the area on Mack St. east of City Hall to Brady St. Motion carried.

*Also
add Mack St
taken out*

IN ATTENDANCE	
Mike Peterlin	x
Steve Olmsted	x
Bill Graham	x
Jim Lockwood	—
Steve Corey	x
Bus Spaniola	—
Bob Hoschner	—
Justina Miller	x
Cheryl Hannah	—
St. Miros	x
Len Wright	x
Joe Sawyer	—
Merilee Lawson	x
Doug Cornell	x
Mike Cross	x

The meeting was adjourned at 5:47 PM

Respectfully submitted,

William M. Graham, secretary



Corunna Downtown Development Authority
 270 Bachus Street
 Corunna, Michigan 48817
 (517) 743-5459

CORUNNA DDA MEETING AGENDA

Date: July 21, 2004 Time: 4:00 PM Place: Courtside Cafe

1. Call to order
2. Approval of agenda
3. Minutes of previous Meeting
4. Financial Reports
5. Payment of Bills
6. Old Business Doug Cornell-Wi-Fi
 DDA Expansion

7. New Business Corunna Mills for sale

8. Committee reports
 - A. Bylaws
 - B. Downtown appearance
 - C. Expansion
 - D. Budget/Finance
 - E. Events
9. Open Discussion

Monthly Bills: Chemical Bank (Mortgage) _____
 City of Coruna (Water) _____
 Eddie Haynes (Maintenance) _____
 Sohn Linen (Rugs) _____
 Consumers Energy (Utilities) _____
 RWS of Mid-Mich (Rubbish) _____
 William Graham (Bldg. Mgr.) _____
 Dave Collard (Snow removal) _____
 City of Corunna (Prop tax) _____



Corunna Downtown Development Authority
 270 Bachus Street
 Corunna, Michigan 48817
 (517) 743-5459

CORUNNA DDA MEETING AGENDA

Date: July 7, 2004 Time: 4:00 PM Place: COURTSIDE CAFE

1. Call to order
2. Approval of agenda
3. Minutes of previous Meeting — APRIL 7, APRIL 28, MAY 15
4. Financial Reports MAY & JUNE
5. Payment of Bills
6. Old Business WIRELESS INTERNET — DOUG CORNELL / JOE BORGSTROM

CORUNNA LIBRARY BUILDING
DDA EXPANSION

7. New Business

8. Committee reports
 - A. Bylaws
 - B. Downtown appearance
 - C. Expansion
 - D. Budget/Finance
 - E. Events

9. Open Discussion

	JUNE 2	JULY 7
Monthly Bills:		
Chemical Bank (Mortgage)	<u>3615.38</u>	3615.38
City of Coruna (Water)	<u>60.25</u>	54.50
Eddie Haynes (Maintenance)	<u>99.00 + 67.50</u>	
Sohn Linen (Rugs)	<u>47.00</u>	23.50
Consumers Energy (Utilities)	<u>224.30</u>	266.92
RWS of Mid-Mich (Rubbish)	<u>77.34</u>	
William Graham (Bldg. Mgr.)	<u>225.00</u>	225.00
Dave Collard (Snow removal)	<u> </u>	
City of Corunna (Prop tax)	<u> </u>	
STEVE'S PLACE - PLANNING MTC	<u>157.74</u>	
MAURER HEATING	<u>104.00</u>	
HI-QUALITY GLASS	<u>85.45</u>	
FARMERS GARDEN - FLOWER BASKETS	<u>2272.00</u>	
DON HORTON & SONS - APPRAISAL	<u>500.00</u>	
MONOGRAMS ETC - BRIDGE WALK SHIRTS		501.25



Corunna Downtown Development Authority

270 Bachus Street

Corunna, Michigan 48817

Date: 7-7-2004

Time: 4:00 PM

Place: Courtside Cafe

(517) 743-5459

Meeting called to order by Joe Sawyer @ 4:08 PM.

Agenda approval:

Motion by Bob H. to approve agenda. Support by Bus S.

Motion carried.

Minutes of ~~previous~~ Apr 7, Apr 28 & May 15 meeting were presented for approval. Motion by Bob H.

to approve minutes. Support by Bus S.. Motion carried.

Financial statements were presented for approval. Motion by Bus S. to approve statements. Support by Bob H.. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made by Bob H.. Support by Bus S.. Motion carried.

Chemical Bank	3615.38	x2 Eddie Haynes	99.00;67.50
City of Corunna	60.25	Sohn Linen	47.00;23.50
Consumers Energy	224.30	Wm. Graham	225.00;225.00
Consumers Energy	266.92	Maurer Htg.	104.00
City of Corunna	54.50	Hi-Quality	85.95
RWS of Mid Mich	77.34	Farmers Mkt	2272.00
Steves Place	157.74	Don HOrton	500.00
Monograms Etc.	501.25		

Agenda: Old Business

Item 1.: Shi-Fi Wireless

Doug Cornell and Joe Borgstrom were present from the Chamber. They told the DDA of the failure of the bid for a wireless internet grant that we and other DDA's had applied to the state to receive. The Chamber committee has met to see what to do next. They have come up with a fee-based model for wireless internet. A radio transmitter would be installed in a tall building and subscribers (hourly, daily and monthly) would get broadband internet service. The Chamber would manage, install, and conduct billing for the DDA and/or any other organization that participates as a provider. The DDA would own the equipment and run the system. Doug reported that most computers purchased in the last 2 years were wi-fi capable.

Jim Lockwood asked the DDA members how this proposal fit into the DDA mandate. Joe Sawyer answered that this would be an infrastructure improvement. Steve Corey felt it was another small step in enhancing what Corunna has to offer, adding to our parks, schools, bike paths, etc. Bob Hoschner noted how small the DDA district and how large the "service area" is. Members wondered if we as a DDA should be in the internet service provider business. Doug Cornell will work some more on the numbers for income and expense and report back to the next mtg.

Doug and Jim L. left the meeting at 5:15 PM

IN ATTENDANCE

- Mike Peterlin _____
- Steve Olmsted _____
- Bill Graham x
- Jim Lockwood x
- Steve Corey x
- Bus Spaniola x
- Bob Hoschner x
- Justina Miller x
- Cheryl Hannah _____
- Steve Miros x
- Len Wright x
- Joe Sawyer x
- Merilee Lawson _____
- Joe Borgstrom x
- Doug Cornell x
- Justin Horvath x
- Mike Cross x

Item 2. Corunna Library Building - Steve Corey reported that the city has received numerous offers and inquiries on the former library building. The city is waiting until the County applies for Brownfield status. This would allow grants for possible pollution cleanup. City council has currently leased the building till November. The Council wants to know if the DDA wants to own the building so as to control what type of business comes in to that location. DDA members asked what the city wants from us in regards to the building. Do they want us to buy it? As a compromise, Joe Sawyer suggested that the DDA be involved in screening offers on the building and recommending to council which offer to accept. Discussion then moved to how we as a DDA can make such decisions when we meet only one to two hours per month. Members wondered if we should go to two meetings per month.

cont.

7-7-2004 DDA minutes continued

Motion Justina Miller
Support Bob Hoschner

Motion to have the DDA meet for two meetings per month with the second meeting taking place on the third Wednesday of the month at 4:00 PM at the Courtside Cafe. This meeting will be planning and action only; no financial statements or minutes or bills will be presented at this meeting.

Motion carried.

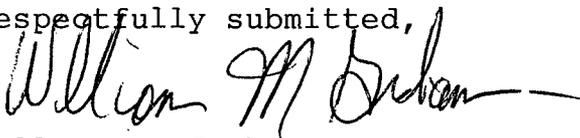
Steve Corey left the meeting at 5:35 PM.

3) DDA expansion - The city is fine-tuning the DDA expansion boundaries. The city will come back to us with the final map for our approval.

FYI - Joe reported that the appraisal is in on the Yott house. It appraised at \$78,000.00. The DDA will pay for the appraisal.

The meeting was adjourned at 5:50 PM

Respectfully submitted,



William M. Graham
Secretary



Corunna Downtown Development Authority
270 Bachus Street
Corunna, Michigan 48817
(517) 743-5459

CORUNNA DDA MEETING AGENDA

Date: June 2, 2004 Time: 4:00 PM Place: Courtside Cafe

1. Call to order
2. Approval of agenda
3. Minutes of previous Meeting
4. Financial Reports
5. Payment of Bills
6. Old Business

Flower Baskets

Planning meeting re-cap

Expansion

Mich Online rental

7. New Business

8. Committee reports
 - A. Bylaws
 - B. Downtown appearance
 - C. Expansion
 - D. Budget/Finance
 - E. Events

9. Open Discussion

Monthly Bills:

Chemical Bank (Mortgage)	<u>3615.38</u>
City of Coruna (Water)	<u>60.25</u>
Eddie Haynes (Maintenance)	<u>99.00+67.50</u>
Sohn Linen (Rugs)	<u>47.00</u>
Consumers Energy (Utilities)	<u>224.30</u>
RWS of Mid-mich (Rubbish)	<u>77.34</u>
William Graham (Bldg. Mgr.)	<u>225.00</u>
Dave Collard (Snow removal)	_____
City of Corunna (Prop tax)	_____
Steve-s Place-planning mtg	<u>157.74</u>
Maurer Heating-qtr maint	<u>104.00</u>
Hi-quality glass	<u>85.95</u>
Farmers Garden-flower baskets	<u>2272.00</u>
Don Horton & Sons	<u>500.00</u>



Corunna Downtown Development Authority

270 Bachus Street

Date: 6-2-04 Corunna, Michigan 48817

Time: _____ (517) 743-5459

Place: NO QUORUM

Meeting called to order by _____ @ _____.

Agenda approval:

Motion by _____ to approve agenda. Support by _____
Motion carried.

Minutes of previous meeting were presented for approval. Motion by _____
to approve minutes. Support by _____. Motion carried.

Financial statements were presented for approval. Motion by _____ to approve
statements. Support by _____. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by _____. Support by _____. Motion carried.

Chemical Bank _____	Eddie Haynes _____
City of Corunna _____	Sohn Linen _____
Consumers Energy _____	Wm. Graham _____

Agenda: Old Business

Item 1.: _____

IN ATTENDANCE	
Mike Peterlin	_____
Steve Olmsted	_____
Bill Graham	_____
Jim Lockwood	_____
Steve Corey	_____
Chris Spaniola	_____
Bob Hoschner	_____
Christina Miller	_____
Meryl Hannah	_____
Steve Miros	_____
Don Light	_____
Steve Sawyer	_____
Trilee Lawson	_____

Financial Statements

**of
CORUNNA D.D.A.
For the Period Ended May 31, 2004**

**CORUNNA D.D.A.
Balance Sheet
May 31, 2004**

ASSETS

Current Assets

INT. CHECKING ACCOUNT \$ 113,745.65

Total Current Assets \$ 113,745.65

Fixed Assets

HOLIDAY LIGHTS-BANNERS	11,181.02
RESTAURANT EQUIPMENT	8,000.00
BUILDING-CITY CENTRE	691,669.52
ACCUM DEPR-BUILDING	(21,911.04)
LAND-CITY CENTRE	27,000.00
STREETSCAPE IMPROVEMENT	4,417.68
PARKING LOT	39,748.00
ACCUM DEPR-PARKING LOT	<u>(5,962.14)</u>

Total Fixed Assets 754,143.04

Total Assets \$ 867,888.69

**CORUNNA D.D.A.
Balance Sheet
May 31, 2004**

LIABILITIES AND EQUITY

Current Liabilities

RENTAL DEPOSITS PAYABLE \$ 4,717.59

Total Current Liabilities \$ 4,717.59

Long Term Liabilities

MORTGAGE-CHEMICAL BANK 254,872.47

Total Long Term Liabilities 254,872.47

Equity

FUND BALANCE	545,199.39
FUND BALANCE REPAIRS	6,000.00
Current Income (Loss)	<u>57,099.24</u>

Total Equity 608,298.63

Total Liabilities & Equity \$ 867,888.69

CORUNNA D.D.A.
Income Statement
For the Period Ended May 31, 2004

	<u>1 Month Ended</u> <u>May 31, 2004</u>	<u>Pct</u>	<u>11 Months Ended</u> <u>May 31, 2004</u>	<u>Pct</u>
Revenue				
RENTAL INCOME	\$ 3,483.14	18.97	\$ 54,887.14	51.05
TIFA RECAPTURE	<u>14,876.00</u>	<u>81.03</u>	<u>52,633.97</u>	<u>48.95</u>
Total Revenue	18,359.14	100.00	107,521.11	100.00
Operating Expenses				
ADVERTISING	2,272.00	12.38	5,718.63	5.32
INSURANCE	0.00	0.00	2,597.00	2.42
INTEREST	1,000.51	5.45	11,767.98	10.94
RUBBISH REMOVAL	77.34	0.42	1,162.69	1.08
DOWNTOWN DECORATION EXP	0.00	0.00	313.66	0.29
JANITORIAL	166.50	0.91	1,129.50	1.05
MISCELLANEOUS	657.74	3.58	657.74	0.61
OFFICE	0.00	0.00	365.21	0.34
PROFESSIONAL FEES	0.00	0.00	2,775.00	2.58
RUG CLEANING	47.00	0.26	282.00	0.26
REPAIRS & MAINTENANCE	189.95	1.03	2,792.62	2.60
SNOW REMOVAL EXPENSE	0.00	0.00	1,100.00	1.02
PROPERTY TAXES	0.00	0.00	16,805.44	15.63
UTILITIES	<u>284.55</u>	<u>1.55</u>	<u>3,267.92</u>	<u>3.04</u>
Total Expenses	<u>4,695.59</u>	<u>25.58</u>	<u>50,735.39</u>	<u>47.19</u>
Operating Income	13,663.55	74.42	56,785.72	52.81
INTEREST INCOME	<u>0.00</u>	<u>0.00</u>	<u>313.52</u>	<u>0.29</u>
Total Other Income	<u>0.00</u>	<u>0.00</u>	<u>313.52</u>	<u>0.29</u>
Net Income (Loss)	\$ <u><u>13,663.55</u></u>	<u><u>74.42</u></u>	\$ <u><u>57,099.24</u></u>	<u><u>53.11</u></u>



Corunna Downtown Development Authority
270 Bachus Street
Corunna, Michigan 48817
(517) 743-5459

CORUNNA DDA MEETING MINUTES
May 15, 2004 at Steve's Place in Owosso
Meeting time 9:00 A.M.

1. Mayor Steve Corey welcomed everyone to the meeting.
Meeting called to order by DDA Chairman Michael Peterlin at 9:05 A.M.
In attendance: DDA Members Peterlin, Spaniola, Graham, Hannah, Olmsted, Hoschner, and Miller; Corunna Manager Joe Sawyer, planner Merilee Lawson, council members Larry Runyan, Gene Sanderson and Don Mehig; Corunna Parks and Rec director Janet Washburn; City Mayor Steve Corey; County co-ordinator Margaret McAvoy; and press representatives Bill Constine and Nicole Strauss from The Independent. Absent were DDA members Miros, Wright and Lockwood.
2. Agenda approval - Motion to approve the agenda made by Bus Spaniola
Support by Joe Sawyer Motion carried.
3. DDA Plan - Items from the original DDA plan were discussed at length. There were eight improvement items listed that had been discussed at a previous DDA meeting where points had been awarded (from 1 to 10) based on the level of completion of each item. This list is attached to these minutes. Action items as voted on at this meeting were as follows:
Item 6. Architecture - Motion Bus Spaniola
Support Bob H. Motion to change our architecture plan and work with community groups to co-ordinate a new plan or concept for the downtown.
Motion carried.
Item 2. Alley Pedestrian Link - Motion Steve Olmsted
Support-Cheryl Hannah
Motion to strike language in Item 2 and insert new language as follows: Alley Pedestrian lighting will be provided along the above mentioned alley to provide for public safety. Motion carried.
Item 3. Parking - The second sentence was amended per city recommendation. Motion - Joe Sawyer
Support-Bob Hoschner Motion to change sentence 2 by adding the following: and any other areas that would accomodate parking. Motion carried.
Item 7. Sidewalk repairs - Motion Steve Olmsted
Support-Cheryl Hannah Motion to delete the following: concurrent with the addition of paving. Motion carried.
Item 8. Existing Street Trees- Motion Steve Olmsted
Support Justina Miller Motion to delete item 8 altogether. Motion carried.
4. Parking Concept-
 - a. House next to County Jail- City of Corunna is working with the county to get this house moved. It is not currently located in the DDA district.
 - b. Olmsted Library-Comstock St. has been re-classified

as a federal major street. This qualifies for grants of up to \$375,000 every other year that could possibly include reconstruction of Corunna Avenue from Shiawassee to Comstock in 2006. This could help address parking issues on Corunna Avenue but the grant would not pay for any parking upgrades. Joe and Merilee would like to bring this building into the DDA district to help address the parking/grant issue.

c. District Court parking lot- this area has undeveloped land that could be developed and, with re-configuring the existing lot, help bring an additional 70-80 spaces in this lot. This lot is not in the DDA.

d. Brady Street closing - closing Brady Street behind the District Court and Hoschner Building could bring more parking but there are many issues involved in making this happen.

e-f. Old Library parking lot and Terry's Used Cars lot - These two sites have potential for future city use. The planning commission will be involved in these sites and future planning.

5. Yott Property - This home lies east of the new library. It may be needed for expanded parking for the library. This property also connects to the property to the south that lies adjacent to the county jail and both may at some future date be one large connected parking area.
6. Former Corunna Library site - When this property sells, it will go on the property tax rolls. The DDA will capture all taxes on this property. Joe Sawyer sees this property as vital to the city and downtown. The DDA could purchase the site and control the usage of the property by then selecting what the DDA feels would be a good business fit as new owner. If the city sells the property outright, it must sell to the highest bidder. Steve Olmsted was concerned that this would use all of our cash. Bob Hoschner wondered if the DDA would be competing with the private sector who might be interested in buying the building as well as trying to have DDA control over who comes in. Is this a good idea? Joe and Merilee thought that this control issue was precisely the mandate of the DDA. Bob also wondered how this fits into the broader DDA plan and a possible expanded DDA district.
8. DDA Expansion- Chairman Peterlin would like to see the DDA expand in all directions to the city limits. Bob H and Bill Graham would like some direction from the City as to why the DDA should expand and what the city needs from the DDA. Joe provided an 8 year revenue picture of the DDA which showed nearly 1,000,000 in revenue available to the DDA to spend in the downtown to benefit the city. He also noted that future TIF recapture will not include school millage and will thus be less than our current rate of recapture. In Joe Sawyer's opinion, he sees DDA expansion only to the city's outer core area. There are many projects that will keep the DDA busy. He does not envision expansion north of the river but that east and west M-71 are possible. Bus Spaniola suggested careful DDA expansion-we need to be flexible and move in a measured way. Merilee suggested the DDA purchase the Library building and rent it out while deciding its future best use. The DDA has the time and resources and it needs to expand and buy properties according to her. Bob Hoschner suggested setting up a committee for more in depth planning.

Bus Spaniola stated that it is the job of the DDA to make people believe in Corunna's potential.

All participants at the meeting were asked to discuss their ideas and visions of Corunna and the Corunna DDA. An interesting exchange of thoughts and ideas followed.

The meeting then broke for lunch. Janet Washburn and Steve Olmsted left the meeting.

The meeting was called to order again at 12:58 PM.

Bob Hoschner made a motion

Support by Justina Miller Motion to expand the DDA district's boundaries to include Mack Street, McDonnell Street, +McArthur Street.

Bob Hoschner amended his motion

Support by Bus Spaniola Motion to include Mack St. west to McCurdy Park beginning at Woodworth St and proceeding to the west and including the Historical Village.

The motion as amended was carried.

10. Downtown Economic Enhancement Study - Informational only - The state has a program whereby the DDA could apply for a downtown marketing study. The cost is \$25,000 to \$40,000 with the DDA picking up half of the cost. Members thought that this was still a very pricey study for a town our size.

Bus Spaniola left the meeting at 1:12 PM

11. Amendment of the DDA Plan continued:

Item 3. New language was proposed.

Motion Bob Hoschner

Support Jüstina Miller Motion to add: Provide additional needed parking and conduct parking design engineering studies. Motion carried.

Item 8. A new item no.8 was proposed.

Motion Bob Hoschner

Support Cheryl Hannah Motion to add: Purchase of lease of real properties for redevelopment purposes. Motion carried.

Item 9. A new item no.9 was proposed.

Motion Bob Hoschner

Support Justina M.

Motion to add: Pedestrian and motorized and non-motorized connection between McCurdy Park, the Corunna Historical Village and the downtown will be created.

Motion carried.

12. Motion Bob H.; Support Justina M. Motion to enter executive session and invite Council members and Margaret McAvoy. Motion carried.

The meeting was re-convened at 2:00 PM after returning from executive session. The purpose of executive session was to consider property acquisition

Motion Bob Hoschner
Support Cheryl Hannah Motion to allow Joe Sawyer and Merilee Lawson
to seek appraisals on properties as needed.
Motion carried.

2:05 The meeting was adjourned

Respectfully submitted,

A handwritten signature in cursive script that reads "William M. Graham". The signature is written in black ink and has a long, sweeping horizontal line extending to the right.

William M. Graham
DDA secretary

**DESCRIPTION OF IMPROVEMENTS TO BE MADE
IN THE DEVELOPMENT AREA**

DESCRIPTION	POINTS AWARDED (10 POINT SCALE)
1) Streets – An alley, running through the three blocks on the west side of Shiawassee Street, from Mack to State Streets is to be repaved to make it suitable for increased traffic flow.	5.0
2) Alley Pedestrian Linkage – Running along the east side of the above-mentioned alley, a four foot wide, paced sidewalk will be installed to provide increased pedestrian access to the building rears. Lighting will also be added to provide for the public safety.	0
3) Parking – The shortage of off-street parking has proven to be a major problem in the downtown area. Excess rear lot frontage of existing businesses, as well as two existing church lots will be leased by the DDA, paved and landscaped to provide additional needed parking.	5
4) Streetscape Improvements – Street trees, benches, trash containers, paving, lighting, and additional landscaping (shrubs, groundcover, flowers) are planned for both sides of Shiawassee Street, and the alley West of Shiawassee Street. Paved crosswalks are planned for all areas where sidewalks cross alleys and sidewalks will be repaired, as needed, throughout the DDA.	8
5) Signage – The DDA will purchase and install signage as needed to assure efficient traffic flow, provide for public safety, or other such needs as identified by the DDA and not excluded by P.A. 197 of 1975, as amended.	9
6) Architecture – A façade study will be undertaken in order to coordinate the architectural resources of the downtown area, with the new improvements being planned.	0
7) Sidewalk repairs will be made, as needed, concurrent with the addition of paving.	
8) Existing street trees (Little – leaf Lindens) will be removed and replaced with trees that provide greater storefront and traffic visibility.	

Assumptions

49.5	Millage Capture
\$ 350,000.00	City Center Value (2004)
\$ 100,000.00	Liquid Assets
8	Years to Payoff City Center
\$40,000.00	Current Annual Positive Cash Flow (TIFA \$40,000)

8 Year Revenue Picture

\$ 100,000.00	Current Assets (no interest earnings)
\$430,455.85	City Center Value w/ 3% Growth
8 yrs @ 40 K/yr	\$ 320,000.00 Positive Cash Flow Gain. (no interest earnings or growth)
\$ 20,790.00	Old Library (60k TV Gain) - 7 Years. (no interest earnings or growth)
\$ 19,057.50	5/3 Building (55k TV Gain) - 7 Years (no interest earnings or growth)
\$ 77,962.50	New Development (225k TV Gain) - 7 Years (no interest earnings or growth)
\$ 968,265.85	



Corunna Downtown Development Authority

270 Bachus Street

Date: Apr 28, 2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Mike Peterlin @ 4:15 PM.

Agenda approval:

Motion by Bus S. to approve agenda. Support by Cheryl Hannah.
Motion carried.

Minutes of March 3 previous meeting were presented for approval. Motion by Bus S.
to approve minutes. Support by Justina M. Motion carried.

Financial statements were presented for approval. Motion by Bob H. to approve
statements. Support by Cheryl. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by Justina M. Support by Bob H. Motion carried.

Chemical Bank 3615.38 Eddie Haynes 76.50

City of Corunna 60.25 Sohn Linen 23.50

Consumers Energy 168.73 Wm. Graham

Agenda: Old Business

DeLau Fire 427.00 Owosso Lock 70.25

Item 1.: Checking and saving accts RWS of MidMich 77.34

During the financial reports discussion centered on the monthly service charges
that we incur at Fifth 3rdBank even though Treasurer Graham met with Fifth Third
personnel on multiple occasions to get us into accounts that do not have charges.

Motion Joe Sawyer

Support Bob Hoschner Motion to move the DDA accounts to Chemical Bank.
Motion carried.

Item 2. - Cost of meals at the DDA Planning session at Steve's Place

It was suggested that the DDA cover the cost of meals at the May 15
Planning Session. Motion Joe S.

Support Justina Motion to cover up to \$250.00 of the
cost of lunches and coffee at the May
15 planning session. Motion carried.

Item 3. Mich On Line space needs - Joe S. and Merilee Lawson recently met with
our tenants on their space needs. They are growing very quickly. Our area
in the City Centre is too small, even with the balance of the banquet room.
City staff took them to the Strawsine building. They were excited about
possibly utilizing 3000 to 5000 feet of space. Bob Hoschner was concerned
that the City or DDA not subsidize office space at the expense of current
downtown landlords and property owners.

Motion Bob Hoschner

Support Cheryl H. Motion to allow Bill Graham to work
with Mich OnLine to see if they need
or want City Centre space in the short
term. Motion carried.

Item 4. Parking - Merilee Lawson introduced Vickie from Arnie
Dunchock's office. The City currently has a 2 hour parking
limit in the downtown unless otherwise noted. Nicki's Party
Store has (2) 15 minute spots on the side and one in front.
Chief Hetfield has told city staff that he will enforce what-
ever ordinances are passed.

Motion Bob Hoschner

Support JUstina M. Motion to recomm. 2 hour parking signs be
immediately installed on the west side of
Shiawassee St., with 2 hour signs to follow
on the east side on Oct. 1. Motion carried.

IN ATTENDANCE

- Mike Peterlin x
- Steve Olmsted
- Bill Graham x
- Jim Lockwood x
- Steve Corey x
- Bus Spaniola x
- Bob Hoschner x
- Justina Miller
- Cheryl Hannah x
- Steve Miros x
- Ken Wright
- Joe Sawyer x
- Merilee Lawson x
- Bill Constine x
- De Borgstrom x

April 28, 2004
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Bridge Walk - Parks and Rec Commission is organizing a Bridge Walk to open the new Shiawassee Street Bridge. It will start at the Stu Coutts Pavillion at Mitchell Field and proceed to the bridge. The Parks commission would like the DDA to purchase a case of bottled water that they could sell as a fundraiser. The cost would be \$600.00 for 1440 bottles. Motion Justina M.

Support Bus S. Motion to purchase a pallet of bottled water for the Parks Comm. at a cost of \$600.00. MOTion carried.

Joe Borgstrom - Chamber of Commerce - Joe reported on a \$75,000 grant application that is being requested that would fund the hardware for 20 to 25 "hotspots". These are DSL internet connections that require no wiring if the computer is within a 100 foot radius to the "hotspot". The grant would go to Shiawassee County cities, villages, and businesses such as restaurants under a 3 year plan. Yr 1- costs paid by the state of Michigan. yr 2 - Paid by DDA's such as Perry, Durand, Corunna, Owosso, and Laingsburg. Yr 3 - Paid by DSL hotspot location recipients. This is part of the governor's "Cool Cities" initiative. Getting this grant could put us in line for other grants.

Motion Bob H.

Support Jim L. Motion to fund up to 5 hotspots at a cost of up to \$7,500.00 to be paid by the DDA if the grant is successful. Motion carried.

Visitors Guide - The Shiawassee Visitors Guide is coming out. The DDA has partnered with the City, the Parks & Rec Commission, and the Fourth of July commission to sponsor \$1000.00 in pages in the Visitors guide and they would like us to do so again.

Motion Jim L.

Support Bus S. Motion to pay \$250.00 to sponsor the Visitor's Guide to Shiawassee County. Motion carried.

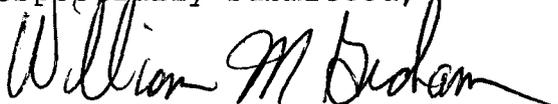
Joe S. Motion

Bus S. support Motion to go into executive session in regards to potential land acquisition. 5:50 PM

6:05 PM Returned from executive session.

Justina Miller, Cheryl Hannah, and Jim Lockwood left the meeting. The meeting was thus adjourned at 6:05 PM

Respectfully submitted,



William M. Graham, secretary



Corunna Downtown Development Authority

270 Bachus Street

Date: April 7, 2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Mike Peterlin @ 4:07 PM .

Agenda approval:

Motion by Steve C. to approve agenda. Support by Cheryl Hannah
Motion carried.

Minutes of previous meeting were presented for approval. Motion by none given-
to approve minutes. Support by . Motion carried.

Financial statements were presented for approval. Motion by Steve C. to approve
statements. Support by Justina M. . Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by Justina M. . Support by Steve Miros. Motion carried.

Chemical Bank	3615.38	Eddie Haynes	112.50
City of Corunna	54.50	Sohn Linen	
Consumers Energy	218.55	Wm. Graham	225.00
RWS of MidMich	73.79	Dave Collard	492.50

Agenda: Old Business
Item 1.: 2004-2005 Budget

Treasurer Graham presented a proposed budget for 2004-2005. It contains Rental income of 73,688.00, TIFA recapture of 50,000.00 and interest of 600.00 for total revenues of \$124,288.00. Total expenditures were 85,685.00 which leaves an increase in fund balance of 38,603.00.

Motion Cheryl Hannah
Support Steve Corey Motion to adopt a budget for 2004-2005 with revenues of 124,288.00 and expenditures + increase to fund balance of 124,288.00.
Motion carried

Item 2. Planning session - date set for May 15, 2004 at 9:00 A.M. The discussion centered on whether planning and projects should be self-generated by the DDA or should come from the City staff. Members were asked to come to the planning meeting with ideas formulated to present to the group.

Item 3. Parking issues-4. The county would like a joint effort in moving the house next to the Sheriff's office and would like to make the area into a parking lot. 2. The City would like expansion of the DDA district to include the district court parking lot and the proposed new jail parking lot. This will be discussed further at the planning session.

IN ATTENDANCE	
Mike Peterlin	x
Steve Olmsted	
Bill Graham	x
Jim Lockwood	
Steve Corey	x
Chris Spaniola	
Bob Hoschner	
Justina Miller	x
Cheryl Hannah	x
Steve Miros	x
Ken Wright	
Dee Sawyer	
Trilee Lawson	x
Barb Berry	x
Bill Constine	x

New Business - Relay for Life - Barb Berry reported that the Relay has been moved to the Fairgrounds May 21-22. There are 46 teams this year. \$90,000 has been returned to Shiawassee County in the form of support services. The theme is "Paint the town purple". For the month of May businesses are asked to do purple themes at their businesses.

Flower Baskets - When the bridge is completed, there will be five new streetlights installed. The DDA has ordered flower baskets for the new poles.

MICH ONLINE expansion- City staff are working to keep them in the city. The City Centre space is too small for them.

Executive session - not applicable - meeting adjourned without going to executive session at 5:45 PM.



Corunna Downtown Development Authority

270 Bachus Street

Date: Mar 3, 2004 Corunna, Michigan 48817

Time: 4:00 PM (517) 743-5459

Place: Courtside Cafe

Meeting called to order by Rev. Peterlin @ 4:05 PM.

Agenda approval:

Motion by Bus S. to approve agenda. Support by Steve O.
Motion carried.

Minutes of previous meeting were presented for approval. Motion by Steve O.
to approve minutes. Support by Justina M. Motion carried.

Financial statements were presented for approval. Motion by Steve O. to approve
statements. Support by Bus Spaniola. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by Bus S.. Support by Justina M. Motion carried.

(Bills of Jan and Feb 2004)

Chemical Bank	<u>3615.38</u>	Eddie Haynes	<u>394.66</u>
City of Corunna	<u>59.96</u>	Sohn Linen	<u>23.50+47.</u>
Consumers Energy	<u>298.74</u>	Wm. Graham	<u>225.00</u>
RWS of MidMich	<u>73.79+73.79</u>		
Dave Collard	<u>112.50+495.00</u>	W. Graham	<u>225.00</u>
Allen Paper Co	<u>49.35+ 36.00</u>	E. Haynes	<u>234.00</u>
Chemical Bank	<u>3615.38</u>		
City of Corunna	<u>125.96</u>	Consumers Ener.	<u>360.3</u>

Agenda: Old Business

Item 1.: Introductions

New Members Steve Miros and Cheryl Hannah were introduced to the membership and reported that they have been sworn in at city hall and are full members of the DDA.

Item 2-Planning session - The date has been set for Saturday May 15, 2004 and will be extremely important for the future of the DDA. It will be attended by DDA members, Joe Sawyer, Merilee Lawson, and Joe Borgstrom. Members of the community are also welcome to attend. Exact times and the location will be finalized soon.

Item 3. Budget for 2004-2005

Members felt that no budget workshop is needed at this time as the planning session will dictate the budget needs for the next year. Since it is only a planning tool at this time, Bill Graham prepared a budget for the members to look at. Motion Justina Miller

Support Cheryl Hannah

Motion to approve a budget for \$ 124,288.00 in revenues and \$ 85,685.00 in expenditures with an expected increase in fund balance of \$ 38,603.00. Total expenditures and fund balance increase will be \$ 124,288.00.

Motion carried.

Meeting was adjourned at 5:25 pm

Respectfully submitted,

William M. Graham, secretary

IN ATTENDANCE

- Mike Peterlin X
- Steve Olmsted X
- Bill Graham X
- Jim Lockwood _____
- Steve Corey _____
- Bus Spaniola X
- Bob Hoschner _____
- Justina Miller X
- Cheryl Hannah X
- Steve Miros X
- Len Wright _____
- Joe Sawyer _____
- Merilee Lawson X
- Bill Costine X



Corunna Downtown Development Authority

270 Bachus Street

Date: 1-7-04 Corunna, Michigan 48817

Time: _____ (517) 743-5459

Place: NO-MEETING

Meeting called to order by MEMBERS WERE TO ATTEND OWOSSO'S DDA mtg @ _____.

Agenda approval:

Motion by _____ to approve agenda. Support by _____
Motion carried.

Minutes of previous meeting were presented for approval. Motion by _____
to approve minutes. Support by _____. Motion carried.

Financial statements were presented for approval. Motion by _____ to approve
statements. Support by _____. Motion carried.

Monthly bills were presented for approval. Motion to pay monthly bills was made
by _____. Support by _____. Motion carried.

Chemical Bank _____	Eddie Haynes _____
City of Corunna _____	Sohn Linen _____
Consumers Energy _____	Wm. Graham _____

Agenda: Old Business

Item 1.: _____

IN ATTENDANCE

- Mike Peterlin _____
- Steve Olmsted _____
- Bill Graham _____
- Jim Lockwood _____
- Steve Corey _____
- Chris Spaniola _____
- Bob Hoschner _____
- Christina Miller _____
- Beryl Hannah _____
- Steve Miros _____
- Don Light _____
- Steve Sawyer _____
- Rilee Lawson _____
- _____
- _____