

**MINUTES  
OWOSSO BROWNFIELD REDEVELOPMENT AUTHORITY  
MEETING OF OCTOBER 9, 2025**

Meeting was called to order at 8:00 a.m. by Vice Chairperson Janae Fear.

**Roll Call.**

*Members Present:* Vice Chairperson Janae Fear, Members Timothy Dame, Michael Dowler, and Dallas Lintner.

*Members Absent:* Authority Member Gregory Brodeur, Randy Woodworth, and Chairperson Susan Osika.

**AGENDA:**

It was moved by Authority Member Lintner and supported by Authority Member Dowler to approve the agenda for the October 9, 2025 meeting as presented.  
Yeas all. Motion passed.

**MINUTES:**

It was moved by Authority Member Dowler and supported by Authority Member Lintner to approve the minutes of the April 10, 2025 meeting as presented.  
Yeas all. Motion passed.

**COMMUNICATIONS:**

None.

**PUBLIC COMMENTS:**

None.

**PUBLIC HEARINGS:**

None.

**ITEMS OF BUSINESS**

**2026 Meeting Schedule**

Motion by Authority Member Lintner to approve the 2026 Brownfield Redevelopment Authority meeting schedule as follows:

**RESOLUTION NO. 2025-03-BRA**

**TO ESTABLISH MEETING SCHEDULE FOR  
OWOSSO BROWNFIELD REDEVELOPMENT AUTHORITY**

WHEREAS, the Owosso Brownfield Redevelopment Authority recognizes the need for regular meetings to effectively oversee and guide redevelopment projects; and

WHEREAS, quarterly meetings will provide timely opportunities for review and decision making; and

WHEREAS, establishing a regular schedule for meetings will facilitate planning and attendance for all members;

NOW, THEREFORE, BE IT RESOLVED by the Owosso Brownfield Redevelopment Authority that the Authority shall hold quarterly meetings on the second Thursday of the month at Owosso City Hall in Council Chambers. The meeting dates shall be as follows:

- January 8, 2026
- April 9, 2026
- June 11, 2026
- October 8, 2026

**Motion supported by Authority Member Dowler and concurred in by unanimous vote.**

**Motion passes.**

**BRA #16 Qdoba – Final Reimbursement**

**Motion by Authority Member Dowler to approve final reimbursement to Southwinds Restaurants, LLC and direct staff to close out the plan upon payment as follows:**

**RESOLUTION NO. 2025-04-BRA**

**AUTHORIZING FINAL BROWNFIELD PAYMENT  
FOR QDOBA BROWNFIELD PLAN #16**

WHEREAS, the City of Owosso Brownfield Redevelopment Authority (OBRA) entered into a Brownfield Reimbursement Agreement with Southwind Restaurants, LLC, the developer of the Qdoba project located at 1231 East Main Street, Owosso, Michigan, under Brownfield Plan #16; and

WHEREAS, the City of Owosso backed a Brownfield Redevelopment Loan with the Department of Environment, Great Lakes and Energy in the amount of \$292,963 on March 31, 20216 benefiting Owosso Qdoba and Retail, Project 2016-1259; and

WHEREAS, the OBRA Agreement provides for reimbursement to the developer of eligible activities as defined in Public Act 381 of 1996, as amended, from tax increment revenues captured from the property; and

WHEREAS, tax increment financing (TIF) capture was to pay yearly payments on the Brownfield Redevelopment Loan, however actual TIF capture fell short and the property owner was required to contribute annual contributions to cover the shortfall; and

WHEREAS, the property owner paid off the Brownfield Redevelopment Loan on November 14, 2024, OBRA staff has reviewed the final submitted documentation and determines remaining funds are those of the property owner and need to be returned.

WHEREAS, this payment represents final payment associated with the Qdoba Brownfield Plan, after which the plan will be considered fully satisfied and closed out.

NOW, THEREFORE, BE IT RESOLVED by the Owosso Brownfield Redevelopment Authority as follows:

1. Brownfield Plan #16 (Qdoba) is complete, fully satisfied and closed out.
2. Brownfield Redevelopment Authority Loan (EGLE) has been paid off by the property owner.

3. OBRA authorizes return of funds to Southwind Restaurants LLC in the amount of \$5,962.85.

**Motion supported by Authority Member Lintner and concurred in by unanimous vote.**

**Motion passes.**

**BRA #17 Cargill – Payment to General Fund**

**Motion by Authority Member Dowler to approve the following resolution authorizing the interfund payment of \$60,000 from BRA 17 – Cargill to the General Fund and acknowledge the remaining loan balance of \$1,024,125 as follows:**

**RESOLUTION NO. 2025-05-BRA**

**AUTHORIZING AN INTERFUND LOAN PAYMENT FROM  
BRA 17 – CARGILL TO THE GENERAL FUND**

WHEREAS, the City of Owosso Brownfield Redevelopment Authority (OBRA) established Brownfield Plan #17 for the Cargill project to facilitate the redevelopment of the property located at 1500 West Oliver Street, Owosso, Michigan; and

WHEREAS, the General Fund previously provided an interfund loan to BRA 17 – Cargill to cover eligible brownfield expenses incurred in connection with the redevelopment project; and WHEREAS, Brownfield tax increment revenues have been collected under Plan #17 and are available for partial repayment of the outstanding interfund loan; and

WHEREAS, it is appropriate to make a transfer from the BRA 17 – Cargill account to the City's General Fund to reduce the outstanding balance of that loan.

NOW, THEREFORE, BE IT RESOLVED by the Owosso Brownfield Redevelopment Authority as follows:

FIRST: The Authority hereby authorizes an interfund payment in the amount of Sixty Thousand Dollars (\$60,000.00) from the BRA 17 – Cargill account to the City of Owosso General Fund.

SECOND: Following this transfer, the remaining outstanding interfund loan balance from the General Fund to BRA 17 – Cargill shall be One Million Twenty-Four Thousand One Hundred Twenty-Five Dollars (\$1,024,125.00).

THIRD: City staff are directed to coordinate with the Finance Department to complete the transfer and record the transaction in accordance with applicable accounting standards and Brownfield program requirements.

**Motion supported by Authority Member Lintner and concurred in by unanimous vote.**

**Motion passes.**

**PUBLIC COMMENTS:**

None.

**BOARD COMMENTS:**

None.

DRAFT

**ADJOURNMENT:**

**Motion by Authority Member Lintner to adjourn the meeting at 8:05 a.m., supported by Authority Member Lintner, and concurred in by unanimous vote.**

---

Janae L. Fear, Vice Chairwoman

akk