

**MINUTES**  
**REGULAR MEETING OF THE**  
**DOWNTOWN DEVELOPMENT AUTHORITY / MAIN STREET**  
**CITY OF OWOSSO**  
**JUNE 7, 2017 AT 7:30 AM**  
**CITY COUNCIL CHAMBERS**

**CALL TO ORDER:** The meeting was called to order by Chairman Dave Acton at 7:31 a.m.

**ROLL CALL:** Was taken by Recording Secretary, Marty Stinson.

**MEMBERS PRESENT:** Chairman David Acton, Authority Members Mayor Chris Eveleth, Kenn Cushman, Lance Omer (arrived 7:34 a.m.), Theresa Trecha, Kevin Wiles, Jim Woodworth.

**MEMBERS ABSENT:** Vice-Chairman Bill Gilbert, Jon Moore.

**OTHERS PRESENT:** Josh Adams, Main Street Manager; Susan Montenegro, Assistant City Manager & Community Development Director; Robert Doran-Brockway, Historical Facilities Director.

**AGENDA:**

**IT WAS MOVED BY AUTHORITY MEMBER CUSHMAN AND SUPPORTED BY AUTHORITY MEMBER TRECHA TO APPROVE THE AGENDA FOR JUNE 7, 2017 AS PRESENTED WITH THE EXCEPTION OF MOVING THE ITEMS OF BUSINESS TO THE TOP OF THE AGENDA BEFORE COMMITTEE UPDATES.**

**AYES: ALL. MOTION CARRIED.**

**MINUTES:**

**IT WAS MOVED BY AUTHORITY MEMBER EVELETH AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO APPROVE THE MINUTES OF MAY 3, 2017, AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

**ITEMS OF BUSINESS:**

**1) CHECK REGISTER**

(SEE BOARD PACKET FOR CHECK REGISTER)

**IT WAS MOVED BY AUTHORITY MEMBER EVELETH AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE CHECK REGISTER FOR JUNE, 2017 AS PRESENTED.**

Main Street Manager Adams mentioned that he added the credit card reconciliation for board reference.

7:34 a.m. Board Member Lance Omer arrived.

**AYES ALL. MOTION CARRIED.**

**2) BUDGET REPORT**

(SEE BOARD PACKET FOR BUDGET)

Main Street Manager Adams reported that right now the personal property tax has not been received from the state because the state missed the treasurer's e-mail. The state says we have to wait another year for those funds. We may have to use reserve funds to balance at the end of the fiscal year on June 30<sup>th</sup>. Mr. Adams will be contacting the state.

**IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER EVELTH TO APPROVE THE BUDGET REPORT FOR JUNE, 2017 AS PRESENTED.**

**AYES ALL. MOTION CARRIED.**

### **3) FAÇADE GRANT UPDATE**

Assistant City Manager Montenegro stated that they are still waiting on the state for their decision. They did pull the application for the Christian Building which will be submitted again in the next round.

### **4) TRANSFORMATION STRATEGY NEXT STEPS**

Mr. Adams noted that dates needed to be changed. General decision was set for September 7 for 6 - 9:00 pm, and November 1 for 6 - 9:00 pm. Both meetings will be at City Hall.

### **5) OMS/DDA HOSTING ASSOCIATES LEVEL TRAINING (JULY 18<sup>TH</sup>)**

Mr. Adams reported that we are hosting a state associate training at the Comstock Inn all day. It was requested that the board attend from 1 – 2:30 pm for a round table discussion.

### **COMMITTEE UPDATES:**

#### **1) DESIGN AND BUSINESS VITALITY.**

Authority Member Omer reported that the baskets are installed on the Washington Street Bridge.

Mr. Adams noted that the flower program is in full swing. Tom Gross of Sunburst Gardens wants to maintain the plaza for free. Part of the irrigation on Exchange and N. Washington was damaged by Consumers Energy and needs repair. He also suggested that the trees in the downtown need trimming as he has received numerous complaints that business signs are not visible.

#### **2) PROMOTION AND OUTREACH.**

Per Mr. Adams Sunday's event is being handled by Theresa Stechsulte. A lot of downtown streets will be closed. We have the video just about ready to be released next week. The new website is also ready to be launched shortly.

**BOARD COMMENTS:** Discussion about the tremendous cooperation with businesses and how well they work with the governmental bodies. Ms. Montenegro also noted that the state level has mentioned that about Owosso.

Mr. Adams noted that the city may be adding Community Development duties to his job and compensating him which will lighten a portion of the DDA budget. Further discussion will be forthcoming at next month's meeting.

**IT WAS MOVED BY AUTHORITY MEMBER EVELTH AND SUPPORTED BY AUTHORITY MEMBER WILES TO ADJOURN AT 8:13 A.M.**

**AYES: ALL. MOTION CARRIED.**

mms

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Dave Action, Chairman