

**MINUTES**  
**REGULAR MEETING OF THE**  
**DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET**  
**CITY OF OWOSSO**  
**MARCH 4, 2020 AT 7:33 A.M.**  
**CITY COUNCIL CHAMBERS**

**CALL TO ORDER:** The meeting was called to order by Chairman Dave Acton at 7:33 A.M.

**ROLL CALL:** Was taken by Recording Secretary, Debbie Hebert

**MEMBERS PRESENT:** Chairman Dave Acton, Mayor Chris Eveleth, Commissioner Bobbi Fuller, Commissioner Jon Moore, Commissioner Lance Omer, Commissioner Theresa Trecha and Commissioner Jim Woodworth.

**MEMBERS ABSENT:** Vice-Chairman Bill Gilbert, Commissioner Ken Cushman

**OTHERS PRESENT:** Josh Adams, DDA Director; Eric Numerich

**AGENDA:** IT WAS MOVED BY AUTHORITY MEMBER EVELETH AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE AGENDA AS PRESENTED.

**AYES: ALL. MOTION CARRIED.**

**MINUTES:** IT WAS MOVED BY AUTHORITY MEMBER EVELETH AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE MINUTES FOR THE MEETING HELD FEBRUARY 5, 2020 WITH THE SPELLING CORRECTION OF OHC EXECUTIVE DIRECTOR NAME TO ALBERT MARTENIS. ADDITIONALLY, THE WORD “APPLICATIONS” SHOULD BE “APPLICANTS” IN COMMITTEE UPDATES 1) DESIGN AND BUSINESS VITALITY.

**AYES: ALL. MOTION CARRIED.**

**PUBLIC COMMENTS:** NONE

**ITEMS OF BUSINESS:**

1) **CHECK REGISTER** – Nothing out of the ordinary noted.

**IT WAS MOVED BY AUTHORITY MEMBER MOORE, SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE CHECK REGISTER FOR FEBRUARY, 2020 AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

2) **MARCH 2020 BUDGET REPORT** -

**IT WAS MOVED BY AUTHORITY MEMBER EVELETH, SUPPORTED BY AUTHORITY MEMBER TRECHA TO APPROVE THE MARCH 2020 BUDGET REPORT AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

3) **2020/2021 ANNUAL BUDGET APPROVAL** – TIF is increased by about \$10,000 projected. The actual amount is not known at this time. Maintenance budget is \$40,000. There is a small cushion built in. Some grants may become available for streetscape. The intended focus is Exchange Street.

**IT WAS MOVED BY AUTHORITY MEMBER MOORE, SUPPORTED BY AUTHORITY MEMBER FULLER TO APPROVE THE ANNUAL BUDGET FOR 2020/2021.**

**AYES: ALL. MOTION CARRIED.**

**4) RLF APPLICATION AWARDEES:**

- 1) **GRANT: \$ 1,500** to John & Morgan Beilfuss: Project-113 S. Washington Street
- 2) **GRANT: \$31,000** to Brent Mowinski/Mowinski Financial: Project – 800 W. Main Street  
**LOAN: \$50,000** to Brent Mowinski/Mowinski Financial: Project – 800 W. Main Street
- 3) **LOAN: \$20,000** to Julie Chapko/The Vintage Barrel: Project – 109 N. Washington Street
- 4) **LOAN: \$30,000** to Paul Kleeman/Cookie Kraze: Project – 101 N. Washington

**IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH, SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE LOANS AND GRANTS AS PRESENTED ON THE RATIONALE WORKSHEET BY THE DESIGN & BUSINESS VITALITY COMMITTEE.**

**AYES: ALL. MOTION CARRIED.**

**COMMITTEE UPDATES:**

- 1) **Design and Business Vitality** – Committee will be broken up in subcommittee and task forces. The detail will be presented at next meeting.
- 2) **Promotion & Outreach** – No meeting. New tables and tents and maps are being put together. The Mitchell Amphitheater will be the location of the Main Street Midnight Farmers market in the parking lot rather than Castle Park.
- 3) **Business Owners Committee** –No February meeting. Next meetin will be in March to review summer events.
- 4) **Manager Updates – Refer to Director’s Report.**
  - A) Grant/Loan Applications have been revised into 3 different applications to differentiate between Grant and Loan.
  - B) Car charging stations continue to be researched. \$20,000 to \$30,000 match will be required. Each unit has a cost up to \$170,000. A national move to develop a certificate program to allow data to be collected by plugging into charging stations allowing identification at any charging station is currently being developed. Director Acton will cautiously investigate the opportunity for Owosso to be part of the initial wave of chargers recognizing its users.

**Board Continuing Education/Information:**

- **Director Report** – 6-Page report presented to Board covering Works Plans, Initiatives, Website, Contracted Services, Committee Structure and Revolving Loan Program to highlight the key points of the report: \$92,000 Grants, \$306,975 Loans: Total of \$399,050.00 has been issued.
- **March 2020 MMSC Training;** Tuesday, March 24<sup>th</sup> in Milan, MI; Topic – Fund Development
- **National Main Street Conference:** May 18-20 in Dallas, TX

**PUBLIC COMMENTS:** None

**BOARD COMMENTS.** Omer attended State Historic Preservation Advocacy Day in support of tax credit bill introduced by Representative Ben Frederick. Matching funds are needed. The decision will may be made in September 2020 when the State’s budget is completed. Acton noted Volunteer Recognition and Block Party may be combined to be held in Alley behind the first block between Washington and Park Street. Project would require joint effort of property owners and city to bury Consumers Energy Services underground at an expense of \$58,000 as one of the components to allow that. A special assessment may be looked into to assess property owners; however, Woodworth suggested that Revolving Grant/Loan Funds may be option to utilize for the project.

**ADJOURNMENT:** IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER OMER TO ADJOURN AT 8:35 A.M.

**AYES: ALL. MOTION CARRIED.**