

REGULAR MEETING MINUTES
OWOSSO DDA / MAIN STREET
Council Chambers, City Hall
June 3, 2015 – 7:30 am.

MEETING CALLED TO ORDER at 7:37 a.m. by Dave Acton.

ROLL CALL was taken by Secretary Alaina Kraus.

MEMBERS PRESENT: Chairman Dave Acton & Authority Members Ken Cushman, Bill Gilbert, Benjamin Frederick, Lance Omer, Kevin Wiles, Dawn Gonyou (7:40) and Secretary Alaina Kraus

MEMBERS ABSENT: Authority Member Char Haskins

OTHERS PRESENT: Susan Montenegro, City of Owosso; Josh Adams, Main Street Manager; Helen Granger, press

AGENDA:

MOTION BY AUTHORITY MEMBER CUSHMAN SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE AGENDA FOR JUNE 3, 2015.

YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER CUSHMAN, SUPPORTED BY AUTHORITY MEMBER WILES TO APPROVE THE MINUTES FOR THE MEETING OF APRIL 1, 2014, AND APRIL 27, 2014 SPECIAL MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS:

None

COMMITTEE UPDATES

1) Design

Beautification program is in full bloom. Baskets have gone out going up from 60 to 70 mostly on irrigation. There a light in the tunnel bike racks. Wayfinding is underway. 'I Spy' architectural game has a chairman for next year.

Six of the wayfinding signs will be installed this fall and fundraising for the other six over the weekend. A sponsorship is \$1500 and covers the insert, the pole & installation. The frames were covered by the bond.

2) Economic Restructuring

Discussed the information in the Market Study its impact and distribution. A training for the Ask Owosso team will be happening at the end of June. They will be pairs that build relationships and communications with downtown businesses.

3) Organization

Party in the Plaza will be happening in late July or August as a recognition and informational gathering for current and future volunteers.

4) Promotion

Focusing on Art Walk, Tour Our Town, and Sidewalk Sales (July 17-19). Art Walk got a \$1000 sponsorship from LAFCU and Tour Our Town \$500 from the Cook Family Foundation.

ITEMS OF BUSINESS:

1. CHECK REGISTER APPROVAL.

SEE BOARD PACKET FOR CHECK REGISTER

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE CHECK REGISTER FOR APRIL AND MAY 2014 AS PRESENTED. YEAS ALL. MOTION CARRIED.

2. BUDGET REPORT

We will be in the green largely because we underestimated our tax capture combined with a smaller capital outlay and fund generation through fundraising. Unexpected non-recurring expenses - the fountain pump, lawyer fees - went over their budgeted amounts and need to be adjusted in the budget for year end.

MOTION BY AUTHORITY MEMBER WILES, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE ADAMS TO ADD MONEY TO THE MAINTENANCE AND CONTRACTED SERVICES BUDGETS TO COVER OVERAGES. YEAS ALL. MOTION CARRIED.

Gilbert suggested a meeting with DPW post-Curwood to review what maintenance is covered by the city and what is covered by Main Street.

3. DOWNTOWN FOOD TRUCKS

A traffic order was filed out for a food truck, but there was no framework for that so City Council requested Main Street to look into it. Adams spoke with the majority of the downtown restaurant owners about it and the general consensus was no. If necessary then it needs to be restricted.

Frederick pointed out that it is a good problem but it does need structure and they do not pay taxes or maintenance and other expenses that brick and mortar restaurants. Other concerns include parking, pedestrians, and making certain they are within health and legal guidelines.

This issue will go to the ER committee for discussion.

4. MMS QUARTERLY TRAINING - OWOSSO

Michigan Main Street will be doing quarterly training on June 8-9 in Owosso. Up to 65 people are expected at the Tuesday portion. Board training will be happening on Tuesday and is open to non profit boards in the area.

Manager training starts at 1 pm on the 8th followed by a tour of downtown and a private dinner at Lula's which is open to Main Street board members.

5. WESENER DEVELOPMENT UPDATE

October 1st is the expected completion date. Now they are focusing on making sure the objectives are being met. It looks like it will be Leed Gold certified. They plan to share the business model once success is achieved. The focus is to be hyper-local - buy as much locally as possible.

The bookstore will move over to the Wesner once it is complete because the work that will then begin on the other building will be too disruptive to it.

6. OMS/DDA OFFICE COMPUTER

The office computer is currently using XP, which is a security risk. A desktop would be \$1200 or a laptop for \$1500-1600. Additional storage is also needed, which will be done in the form of a terabyte external drive.

MOTION BY AUTHORITY MEMBER OMER, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE PURCHASE OF A DESKTOP AND BACKUP DRIVE NOT EXCEEDING \$1500 FROM THE 2015/2016 BUDGET.
YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS:

Frederick shared that Indian Trails has agreed to donate \$500 + lift costs for the restoration of the south facing Wildermuth. About \$1900 is still needed, but it could be done by July at the earliest.

MOTION MADE BY GILBERT, SUPPORTED BY AUTHORITY MEMBER WILES TO
ADJOURN AT 8:24 AM.
YEAS ALL. MOTION CARRIED.

Alaina Kraus, Secretary

