

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
JULY 11, 2018 AT 7:30 AM
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:32 a.m.

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

MEMBERS PRESENT: Chairman Dave Acton,

Vice-Chairman Bill Gilbert,

Mayor Chris Eveleth, Present

Jon Moore, Present

Lance Omer, Present (7:37 a.m.)

and Theresa Trecha,

MEMBERS ABSENT:. Authority Members, Ken Cushman, Kevin Wiles, Jim Woodworth

OTHERS PRESENT: Josh Adams, Main Street Manager; Tracey Peltier, Owosso Main Street/DDA Program Assistant; Robert Doran-Brockway, Historical Facilities Director.

AGENDA:

IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE AGENDA FOR JULY 11, 2018 AS PRESENTED,

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER EVELETH TO APPROVE THE MINUTES OF JUNE 6, 2018, AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: NONE

ITEMS OF BUSINESS:

1) CHECK REGISTER

IT WAS MOVED BY AUTHORITY MEMBER TRECHA AND SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE CHECK REGISTER FOR JUNE, 2018 AS PRESENTED. AYES ALL. MOTION CARRIED.

2) BUDGET REPORT – JOSH ADAMS, MAINSTREET MANAGER

Adams reported FY Ending Balance of \$11,000. He gave a generalized summary of various line items of both expenses and revenues. Discussion regarding expenditures lead to a suggestion to request a meeting with City Manager, Nathan Henne for an overview of the relationship of the City of Owosso and the Owosso DDA Mainstreet. A formal request will be made for a meeting to be held in the Fall of 2018.

IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE FINAL BUDGET REPORT FOR FY 2017/2018. AYES ALL. MOTION CARRIED.

3) FAÇADE GRANT UPDATE

Project is out to Bid. Bid is to close on the June 17th. The bid proposal is itemized per project allowing for more than one contractor to be chosen if the proposed amount is less.

COMMITTEE UPDATES:

- 1) Design & Business Vitality – Wayfinding and Streetscapes Updates,-great progress has been made.

Confirmation of quotes and quantities including pedestrian wayfinding signs, inserts, vehicular size and Gateway Signs. Kiosks, Website Link and Phone Apps will be next.

Automatic irrigation system will eventually be optimized for flowers. Manual watering is more effective with a better result. Exchange St. and Water St. southwest corner flower bed is the prototype for the larger beds.

Tree Removal strategy has been developed to create a balance of removal and replacement providing better exposure of front of business.

Streetscape-decision was made to keep pavers. A maintenance plan will be put in place to care for weeds and to prevent them from sinking.

Lighting plan is being developed for repair and replacement of chairman and gooseneck lights.

Funding discussed to differentiate between City and Mainstreet expenses.

- 2) Promotion & Outreach – Continuing as is with current work plans.
- 3) Business Owners Committee – No meeting this past month.
- 4) Manager Updates – Adams reports none at this time.

PUBLIC COMMENTS: - Suggestion by Robert Doran-Brockway to place plaques on buildings noting historical references.

BOARD COMMENTS: Plans for vision casting with fellow business owners in near future as businesses open and facades are completed.

Discussion occurred to begin approaching vacant building owners to allow Pop-Up shops during the fall and Holiday Season. Many positive comments were made to follow the trend. Tracy Peltier, Josh Adams, Lance Omer and Robert Doran-Brockway will meet to discuss the Pop-Up shops and report at the next meeting.

ADJOURNMENT:

IT WAS MOVED BY AUTHORITY MEMBER OMER AND SUPPORTED BY AUTHORITY

MEMBER TRECHA TO ADJOURN AT 8:26 A.M.

AYES: ALL. MOTION CARRIED.

Dave Acton, Chairman