

# MINUTES

## REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET CITY OF OWOSSO

JULY 8, 2020 AT 7:37 A.M.

**CALL TO ORDER:** The meeting was called to order by Chairman Dave Acton at 7:37 A.M.

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

**MEMBERS PRESENT:** Chairman Dave Acton, Vice-Chairman Bill Gilbert, Commissioner Jon Moore, Commissioner Lance Omer, Commissioner Theresa Trecha and Commissioner Jim Woodworth.

**MEMBERS ABSENT:** Mayor Chris Eveleth, Commissioner Ken Cushman

**OTHERS PRESENT:** Josh Adams, DDA Director

**AGENDA:** IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO APPROVE THE AGENDA WITH AN ADDITIONAL ITEM OF DISCUSSION – DOWNTOWN CLEANUP UNDER DESIGN AND BUSINESS VITALITY COMMITTEE UPDATES.

**AYES: ALL. MOTION CARRIED.**

**MINUTES:** IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE MINUTES FOR MEETING HELD JUNE 3, 2020.

**PUBLIC COMMENTS:** None

### **ITEMS OF BUSINESS:**

- 1) **CHECK REGISTER** – Customary expenses were reviewed.

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

**AYES: ALL. MOTION CARRIED.**

**2) JULY 2020 BUDGET REPORT-** July's report is in the previously approved FY 20/21 Budget. The budget reflects less capture of TIFF Revenue. As actual expenses are reported adjustments will be made as needed.

**3) FARMERS MARKET SPONSORSHIP** – Director Adams recommended a \$3,000.00 Sponsorship to assist the market with Covid-19 related expenses and lack of revenue generating events cancelled also due to Covid-19 restrictions during the current Fiscal Year. The market is a great asset to the Owosso Community.

In further discussion, the Owosso Mainstreet/DDA Board determined that a timeline will be established to provide support as requested for Downtown Farmers Market 2021 opening.

**IT WAS MOVED BY AUTHORITY OMER, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE A \$3,000 SPONSORSHIP TO THE DOWNTOWN FARMERS MARKET FOR FY 2020/2021.**

**AYES: ALL. MOTION CARRIED.**

**COMMITTEE UPDATES:**

**1) Design and Business Vitality –**

- a. Recruiting technical services is underway with a series of virtual meetings. In October a “mock” business owner will be flown in and the training will be critiqued on initiating the items learned.
- b. Downtown Cleanup - cracks of sidewalk will be weed whipped and sprayed prior to sidewalk sales July 17<sup>th</sup>. No more grass will be in cracks of sidewalk. Woodworth will send out an email seeking volunteers to assist. Adams will contact City to request street sweeping in the downtown area prior to 8:00 a.m. Another public promotion will take place prior to the next sidewalk sales August 21<sup>st</sup>. Tools and supplies may be signed out at Gilbert’s Hardware.

**2) Promotion & Outreach –**

- a. Moving forward cautiously toward concerts at the Amphitheater beginning the Thursday prior to Sidewalk Sales.
- b. Shiawassee Safe initiative with posters and window decals packages are ready. A is a visible sign that businesses are coordinating an effort to keep the public safe.
- c. Vintage Motorcycle Days recommendation is to cancel this year since it is difficult to obtain sponsors at this late date for restrooms, DJ, T Shirts, etc. A smaller version may be possible.

**3) Business Owners Committee – Nothing to report.**

**BOARD CONTINUING EDUCATION INFORMATION:** None

**PUBLIC COMMENTS:** None

**BOARD COMMENTS:** An Advisory Group of 12 people is forming to overcoming the obstacles Covid has presented. This same group will participate in downtown reopening to put procedures in place to perform guidelines.

The Flint Journal is researching to do a story about Shiacash. Business Owners may be contacted.

**ADJOURNMENT: IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER OMER TO ADJOURN AT 8:39 A.M.**

**AYES: ALL. MOTION CARRIED.**