

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
August 7, 2019 AT 7:30 AM
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 Theresa Trecha.

MEMBERS ABSENT: Vice-Chairman Bill Gilbert, Commissioner Ken Cushman, Commissioner Jim Woodworth.

OTHERS PRESENT: Josh Adams, DDA Director; Robert Doran-Brockway, OHC Director.

AGENDA: IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER TRECHA TO APPROVE THE AGENDA FOR AUGUST 7, 2019.

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER MAYOR EVELETH AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE MINUTES OF JULY 10, 2019.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: NONE

ITEMS OF BUSINESS:

1) CHECK REGISTER

IT WAS MOVED BY AUTHORITY MEMBER FULLER, SUPPORTED BY AUTHORITY MEMBER MAYOR EVELETH TO APPROVE THE CHECK REGISTER FOR JULY, 2019 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) 2018/2019 FINAL BUDGET REPORT- An additional flower invoice was received for baskets and flowers increasing to a total of \$8,700. Reserve for the year will be approximately \$5,000. The total reserve \$25,000 - \$30,000.

IT WAS MOVED BY AUTHORITY MEMBER MAYOR EVELETH, SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE UPDATED 2018/2019 BUDGET AS PRESENTED.

AYES: ALL. MOTION CARRIED.

3) August 2019 Budget Report – Discussion: Streetscape maintenance, restoration and mulch for Amphitheater, cleanup along river by volunteer. Other tree issues were discussed.

4) Entrepreneurial Ecosystem TS #2 – Matt Wagner will be in Owosso in 9/13/19. Series of meetings will be held throughout the day. A project will be chosen for catalyst project. Michigan Mainstreet is key in the National Program with Owosso Mainstreet as the key in the State of Michigan.

COMMITTEE UPDATES:

1) Design & Business Vitality – Loan Application was finalized and flyers were created. Watering issues occurred during 90 degree weather, no watering was done. Consolidation will remove dead plants and replace with extra baskets on hand. Future goal is to cut back on flowers. A board directed request was made to discuss various types and colors of flags or banners at the next meeting.

2) Promotion & Outreach – Finalize Sponsorship Sheet. Vintage Motorcycle Days, Chocolate Walk, Partnering with OHC Home Tour. Michigan Preservation Network will create a Pop Up in the Armory during the Home Tour. The desire is to create an interest in historic homes purchase and revitalization.

3) Business Owners Committee – Light meeting season. It has been suggested to cancel summer meetings during June, July and August. A summer launch meeting may be appropriate. Fall meetings are well attended.

4) Manager Updates –See Director Report.

Board Continuing Education/Information:

- **Director Report** – The Chairman noted that the comprehensive Director’s report is Excellent. The board expressed their appreciation for Director Adams efforts. Recommendation was made to move forward toward the publication of the Director’s Report. Follow-up will be done to posting of DDA minutes to the City’s website.

PUBLIC COMMENTS: None

BOARD COMMENTS:

Chairman Acton established goal to:

- 1) Meet with City to determine Downtown maintenance financial responsibilities:
 - a. Repair Curbs
 - b. Paint Curbs
 - c. Remove Grass between cracks
 - d. Sidewalks power washed:
remove mold, gum, debris
 - e. Dirt/Debris gone along curbs
 - f. Flower Beds maintained, weed-free
 - g. Trees trimmed – Replaced tress when appropriate
 - h. Pavers repaired
 - i. Grass cut, weeded and sidewalks edged.
 - j. Light poles – No rust
 - k. Clean Inside chairman lights

- 2) Board's involvement in the housing shortage: What are the next steps for active involvement to solve problem?

DDA will focus on downtown to make it somewhere people enjoy living and continued development of downtown upper floor living. DDA will not lead the next steps. Community Development should be led by the City. DDA can assist with promotional tools and assisting entrepreneurs with development. Suggestion will be made to City Manager to establish an Ad Hoc committee to assist in building housing capacity.

ADJOURNMENT:

IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER OMER TO ADJOURN AT 8:57 A.M.

AYES: ALL. MOTION CARRIED.