



**Regular Meeting Agenda**

*Owosso DDA/Main Street*

**Wednesday January 15, 2014, 7:30 a.m.**

**Owosso City Council Chambers, 301 W Main St.,  
Owosso, MI**

**7:30 to 7:40**

**Call to order and roll call:**

**Review and approval of agenda:** January 15, 2014

**Review and approval of minutes:** December 4, 2013

**Public Comments:**

**7:40 to 8:00**

**Committee Updates**

- 1) Design
- 2) Economic Restructuring
- 3) Organization
- 4) Promotion

**8:00 to 8:20**

**Items of Business:**

- 1) Check Register..... (Resolution)
- 2) Budget Report..... (Discussion)
- 3) Park Street Improvements (City Staff) ..... (Discussion)

**Public Comments:**

**Board Comments:**

**Adjournment:**

[The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 72 hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids on services should contact the City of Owosso by writing or calling Amy Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 (989) 725-0500 or on the Internet. The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).]

**Board Meeting Minutes**  
December 2013



REGULAR MEETING MINUTES  
OWOSSO DDA / MAIN STREET  
Council Chambers, City Hall  
December 4, 2013 – 7:30 am.

MEETING CALLED TO ORDER at 7:36 a.m. by Dave Acton.

ROLL CALL was taken by Secretary Alaina Kraus.

MEMBERS PRESENT: Chairman Dave Acton, Authority Members Dawn Gonyou, Ken Cushman, Bill Gilbert, Secretary Alaina Kraus

MEMBERS ABSENT: Authority Member Benjamin Frederick, Meredith Landino, Lance Omer and Treasurer James Demis

OTHERS PRESENT: Josh Adams, DDA / Owosso Main Street Manager; Adam Zettel, City of Owosso; Helen Granger, Press; John Hankerd; Don Crawford, City of Owosso; Susan Montenegro, City of Owosso.

AGENDA:

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER KRAUS TO APPROVE THE AGENDA FOR DECEMBER 4, 2013.

YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER GONYOU TO APPROVE THE MINUTES WITH MODIFICATION FOR THE MEETING OF NOVEMBER 6, 2013.

YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS:

None

COMMITTEE UPDATES

1. Design – Authority Member Bill Gilbert

The greens project is complete. Twenty different beds had greens and roping put into them as well as in the baskets and lights were added to the bridge basket. A façade meeting is being held later today. Wayfinding is waiting for the inserts to be put in and then those will be put into place. The first three were approved to be paid for and placed.

2. Economic Restructuring – Chairman Acton

The first draft of the market study will be at the Jim Demis's office at 9am on the 18<sup>th</sup> immediately following the ER meeting.

### 3. Organization – Manager Adams

The December newsletter is in progress. The committee is taking a look at workplans and will be working on those specifically related to the IB program.

### 4. Promotion – Manager Adams

The Glow report will be given at a later point in the meeting. Three new meetings will start in January. There will be quarterly meetings with our community partners and monthly meetings with local business owners and image builders. The image builders meeting will help to bring in people from outside of our city boundaries.

#### ITEMS OF BUSINESS:

##### 1. CHECK REGISTER APPROVAL.

The \$18,000 for Wayfinding Signs is for 12 signs. The original prototype was turned on its side to increase space for lettering and the medallion will increase in size by six inches for readability.

SEE ATTACHED CHECK REGISTER

MOTION BY AUTHORITY MEMBER CUSHMAN, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE CHECK REGISTER THROUGH NOVEMBER 2013 AS PRESENTED.

YEAS ALL. MOTION CARRIED.

##### 2. BUDGET REPORT.

Josh made changes to the budget report as mentioned by Demis at the last meeting.

Glow has raised \$8,500 in addition to what they had planned. The 5k run was a part of this as well as Christmas ornament sales and donations for lights. Chairman Acton pointed out that this is a good example of how fund generation is not just the role of the Org Committee.

##### 3. GLOW OWOSSO UPDATE.

John Hankerd is on the Glow Owosso Committee and gave an update on the event. He headed up the lights portion and over 50 volunteers show up to help set up lights in Owosso Plaza. The tree was donated and had 3x the number of lights over what it has had in the past. The north side of Exchange Street does not have electrical outlets built into them and they alternate on Washington. A \$25 sponsorship lights two poles and a sponsorship ornament with year and a message is included to be hung up downtown. This year they were on the poles. Next year there will be a sponsorship tree.

The 5k had a professional race timer come in, so 60 runners were needed to cover expenses and ended up with 172 runners. Conversing with runners said that nighttime runs are a great thing to do and there are not a lot at this time of year. Brighton started at a similar or smaller size and are now up to 1,000 runners.

The parade had 24 units and float quality is improving. The estimate of attendance on Washington street was 3,200. That does not include the neighborhoods. Seven hundred people went through the market that was set up in the old Ristros building. Next year there will be a big focus on getting downtown businesses represented. There were 30 vendors and it will be repeated if a space is available.

There were 2,000 flyers printed and distributed. It included not only the Glow events, but also other events happening through the downtown in the Christmas season. Commercial spots were run in Owosso, Byron, Perry, etc. Facebook was also covered by three people making sure that questions were answered.

They are still working on gathering feedback in relation to how much business downtown businesses generated through that time. Chairman Acton said Friday and Saturday were the busiest days that the bookstore has had since they took it over. Gonyou said her store was busy as well and Apple Tree Lane and Courtside reported the same.

Still to come are carriage rides and Santa. Santa is going to move around downtown visiting stores. Ornament sales will continue as well. If people make larger donations, they have been given multiple ornaments. Advertising space was also included on the flyer and Meijer, as the primary sponsor, is on the carriage.

#### 4. DOWNTOWN DIG & FAÇADE UPDATE

Zettel shared that the facades that were previously awarded by the state are proceeding on schedule and will probably be done in March. The scaffolding has generated a lot of interest downtown

Today another workshop is being done at 3:30 on what historic design is and the process of getting facades funded. Applications for Phase 2 are planned to go in for another 5-6 downtown properties in March of 2014 to begin construction in late 2014, early 2015. The state's big desire is to have a visual impact from the work. If any time is left in the meeting they will cover other items like rental rehab.

The Downtown Infrastructure Grant is moving on and currently working on Phase 2 with the intent to submit for approval in early 2014.

#### 5. OMS CASH FLOW

Since the last meeting, Manager Adams has been meeting with Rick Williams on a bond payment schedule for coming years that should solve our cash flow problems. A resolution will have to be put forth for an advance this year, but not in following years. That is expected to go forth at a January City Council meeting.

**PUBLIC / BOARD / STAFF COMMENTS:**

Gilbert shared that he was not involved this year with Glow, but plans to get he or his staff involved next year because they did a great job and it is one of the most comprehensive events we have put on.

A by-invitation staff meeting is being held with Message Makers of Old Town, Lansing, on December 10<sup>th</sup> about the SRI event next June. Manager Adams will be attending as well as Zettel or another representative from the City.

Zettel shared that December will be his last month with the City of Owosso. Susan Montenegro will be filling a number of the roles and tasks that he has been doing.

**MOTION MADE BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO ADJOURN AT 8:29 AM.  
YEAS ALL. MOTION CARRIED.**

---

Alaina Kraus, Secretary

**November Check Register**  
By Check Number



1:58 PM

12/03/13

**Owosso Main Street  
Check Register - By Check Number  
November 2013**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
<b>1906</b>	<b>11/07/2013</b>	<b>Comstock Inn &amp; Con...</b>	<b>Conference Room rental for ...</b>	<b>Owosso Main Street Checking</b>	
	10/30/2013		Conference Room rental for O...	296-200-728.000 OPER SUPPLIES	-113.00
TOTAL					-113.00
<b>1907</b>	<b>11/07/2013</b>	<b>Creative Gentlemen</b>	<b>Design Services for Glow Ow...</b>	<b>Owosso Main Street Checking</b>	
	10/30/2013		Design Services for Glow Owo...	296-696-818.000-GLOW	-75.00
TOTAL					-75.00
<b>1908</b>	<b>11/07/2013</b>	<b>Crooked Tree Nursery</b>	<b>Down Payment for Downtow...</b>	<b>Owosso Main Street Checking</b>	
	10/30/2013		Down Payment for Downtown ...	296-697-818.000-CHRISTMAS	-2,500.00
TOTAL					-2,500.00
<b>1909</b>	<b>11/07/2013</b>	<b>First Bank Card</b>	<b>Floral bill for Art Walk volunt...</b>	<b>Owosso Main Street Checking</b>	
Stmt...	10/30/2013		Floral bill for Art Walk volunteer...	Josh Adams - Owosso Main Street	-78.20
TOTAL					-78.20
<b>1910</b>	<b>11/07/2013</b>	<b>Joshua Adams</b>	<b>Manager Wages 10/24 to 11/7</b>	<b>Owosso Main Street Checking</b>	
	10/30/2013		Manager Wages 10/24 to 11/7	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
<b>1911</b>	<b>11/07/2013</b>	<b>Michigan in Metal</b>	<b>Michigan Christmas Orname...</b>	<b>Owosso Main Street Checking</b>	
	10/24/2013		Michigan Christmas Ornament...	296-696-818.000-GLOW	-410.00
TOTAL					-410.00
<b>1912</b>	<b>11/19/2013</b>	<b>Comcast</b>	<b>Commercial Advertising - No...</b>	<b>Owosso Main Street Checking</b>	
	11/11/2013		Glow Commercial Advertising -...	296-696-818.000-GLOW	-576.00
TOTAL					-576.00
<b>1913</b>	<b>11/21/2013</b>	<b>Joshua Adams</b>	<b>Manager Wages 11/7/13 to 11...</b>	<b>Owosso Main Street Checking</b>	
	11/21/2013		Manager Wages 11/7/13 to 11/...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
<b>1914</b>	<b>11/21/2013</b>	<b>Kelly's Refuse</b>	<b>Trash Service - 10/1-10/31</b>	<b>Owosso Main Street Checking</b>	
	11/04/2013		October Trash Services	296-200-831.000 MAINTENANCE	-500.00
TOTAL					-500.00
<b>1915</b>	<b>11/21/2013</b>	<b>Agnew Graphics, Si...</b>	<b>Materials for graphic insets a...</b>	<b>Owosso Main Street Checking</b>	
	11/06/2013		Materials for graphic insets ass...	296-697-974.000-WAYFINDING	-395.50
TOTAL					-395.50
<b>1916</b>	<b>11/21/2013</b>	<b>American Speedy Pr...</b>	<b>Printing Costs for Glow Post...</b>	<b>Owosso Main Street Checking</b>	
	11/13/2013		Printing Costs for Glow Posters...	296-696-818.000-GLOW	-141.00
TOTAL					-141.00



1:58 PM

12/03/13

## Owosso Main Street Check Register - By Check Number November 2013

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amo...</u>
<b>1917</b>	<b>11/21/2013</b>	<b>Wintergreen Corpor...</b>	<b>LED Lights for Downtown - G...</b>	<b>Owosso Main Street Checking</b>	
	11/11/2013		LED Lights for Downtown - Glow	296-696-818.000-GLOW	-373.39
TOTAL					-373.39
<b>1918</b>	<b>11/21/2013</b>	<b>Charter Media</b>	<b>Glow Commercial Advertisin...</b>	<b>Owosso Main Street Checking</b>	
	11/11/2013		Glow Commercial Advertising -...	296-696-818.000-GLOW	-870.00
TOTAL					-870.00
<b>1919</b>	<b>11/21/2013</b>	<b>Lorraine Weckwert</b>	<b>Spring Bulb purchases for Fl...</b>	<b>Owosso Main Street Checking</b>	
	11/01/2013		Bulb purchase from Meijer	296-697-818.000-BED PLANTS	-31.74
			Bulb purchase from Breck's W...	296-697-818.000-BED PLANTS	-46.95
			Bulb purchase from Van Engel...	296-697-818.000-BED PLANTS	-464.75
TOTAL					-543.44

**December Check Register**  
By Check Number



11:43 AM

01/10/14

**Owosso Main Street  
Check Register - By Check Number  
December 2013**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
<b>1920</b>	<b>12/05/2013</b>	<b>Joshua Adams</b>	<b>Manager Wa...</b>	<b>Owosso Main Street Checking</b>	
	12/03/2013		Manager Wa...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
<b>1921</b>	<b>12/05/2013</b>	<b>B&amp;C DJ's and Sound</b>	<b>Laser Light ...</b>	<b>Owosso Main Street Checking</b>	
	12/05/2013		Laser Light s...	296-696-818.000-GLOW	-100.00
TOTAL					-100.00
<b>1922</b>	<b>12/05/2013</b>	<b>DayStarr Communication</b>	<b>Phone forwa...</b>	<b>Owosso Main Street Checking</b>	
	11/21/2013		Phone Forwa...	296-200-728.000 OPER SUPPLIES	-16.43
TOTAL					-16.43
<b>1923</b>	<b>12/05/2013</b>	<b>Wintergreen Corporation</b>	<b>LED Lights f...</b>	<b>Owosso Main Street Checking</b>	
	11/21/2013		LED Lights fo...	296-696-818.000-GLOW	-1,412.83
TOTAL					-1,412.83
<b>1924</b>	<b>12/05/2013</b>	<b>Crooked Tree Nursery</b>	<b>Remaining b...</b>	<b>Owosso Main Street Checking</b>	
	11/07/2013		Remaining b...	296-697-818.000-CHRISTMAS	-2,358.00
TOTAL					-2,358.00
<b>1925</b>	<b>12/05/2013</b>	<b>First Bank Card</b>	<b>Volunteer Gi...</b>	<b>Owosso Main Street Checking</b>	
stmt ...	11/21/2013		Volunteer Gif...	Josh Adams - Owosso Main Street	-452.03
TOTAL					-452.03
<b>1926</b>	<b>12/05/2013</b>	<b>Wintergreen Corporation</b>	<b>LED Lights f...</b>	<b>Owosso Main Street Checking</b>	
	11/21/2013		LED Lights fo...	296-696-818.000-GLOW	-618.39
TOTAL					-618.39
<b>1927</b>	<b>12/05/2013</b>	<b>Argus Press</b>	<b>Print ads for...</b>	<b>Owosso Main Street Checking</b>	
	12/05/2013		Print ads for ...	296-696-818.000-GLOW	-75.60
TOTAL					-75.60
<b>1928</b>	<b>12/05/2013</b>	<b>Bronner's Commercial ...</b>	<b>Replacemen...</b>	<b>Owosso Main Street Checking</b>	
	11/21/2013		Replacement...	296-200-831.000 MAINTENANCE	-249.60
TOTAL					-249.60
<b>1929</b>	<b>12/05/2013</b>	<b>Independent Newspape...</b>	<b>Print ads for...</b>	<b>Owosso Main Street Checking</b>	
	12/05/2013		Print ads for ...	296-696-818.000-GLOW	-62.80
TOTAL					-62.80
<b>1930</b>	<b>12/05/2013</b>	<b>Freed Video Production</b>	<b>Commercial ...</b>	<b>Owosso Main Street Checking</b>	
	11/21/2013		Commercial ...	296-696-818.000-GLOW	-200.00
TOTAL					-200.00

11:43 AM

01/10/14

**Owosso Main Street  
Check Register - By Check Number  
December 2013**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
<b>1931</b>	<b>12/05/2013</b>	<b>Spartan Irrigation</b>	<b>Christmas T...</b>	<b>Owosso Main Street Checking</b>	
	10/30/2013		Christmas Tr...	296-696-818.000-GLOW	-920.82
TOTAL					-920.82
<b>1932</b>	<b>12/05/2013</b>	<b>WJSZ-FM "The Castle"</b>	<b>Radio ads fo...</b>	<b>Owosso Main Street Checking</b>	
	12/05/2013		Radio ads for...	296-696-818.000-GLOW	-225.00
TOTAL					-225.00
<b>1933</b>	<b>12/05/2013</b>	<b>Kelly's Refuse</b>	<b>Trash Servic...</b>	<b>Owosso Main Street Checking</b>	
	12/05/2013		Trash Servic...	296-200-831.000 MAINTENANCE	-500.00
TOTAL					-500.00
<b>1934</b>	<b>12/05/2013</b>	<b>Locker Room &amp; Trophy...</b>	<b>Metals and ...</b>	<b>Owosso Main Street Checking</b>	
	12/05/2013		Metals and A...	296-696-818.000-GLOW	-256.38
TOTAL					-256.38
<b>1935</b>	<b>12/19/2013</b>	<b>Joshua Adams</b>	<b>Manager Wa...</b>	<b>Owosso Main Street Checking</b>	
	12/06/2013		Manager Wa...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
<b>1936</b>	<b>12/19/2013</b>	<b>Hankerd Sportswear</b>		<b>Owosso Main Street Checking</b>	
	12/06/2013		T-shirts for th...	296-696-818.000-GLOW	-1,910.00
	12/06/2013		Main Sponso...	296-696-818.000-GLOW	-72.00
	12/06/2013		Large Billboa...	296-696-818.000-GLOW	-200.00
TOTAL					-2,182.00
<b>1937</b>	<b>12/19/2013</b>	<b>Brooks Innovative Gra...</b>	<b>Logo Develo...</b>	<b>Owosso Main Street Checking</b>	
	12/06/2013		Logo Develo...	296-696-818.000-GLOW	-60.00
TOTAL					-60.00
<b>1938</b>	<b>12/19/2013</b>	<b>Gary Fortin</b>	<b>Horse-draw...</b>	<b>Owosso Main Street Checking</b>	
	12/06/2013		Horse-drawn ...	296-696-818.000-GLOW	-775.00
TOTAL					-775.00
<b>1939</b>	<b>12/19/2013</b>	<b>Hankerd Sportswear</b>	<b>Sponsorshi...</b>	<b>Owosso Main Street Checking</b>	
	12/06/2013		Sponsorship ...	296-696-818.000-GLOW	-40.00
TOTAL					-40.00
<b>1940</b>	<b>12/19/2013</b>	<b>DayStarr Communication</b>	<b>Phone forwa...</b>	<b>Owosso Main Street Checking</b>	
	12/17/2013		Phone forwar...	296-200-728.000 OPER SUPPLIES	-15.16
TOTAL					-15.16

11:43 AM

01/10/14

**Owosso Main Street  
Check Register - By Check Number  
December 2013**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
<b>1941</b>	<b>12/19/2013</b>	<b>View Newspapers</b>	<b>Glow Owoss...</b>	<b>Owosso Main Street Checking</b>	
	12/11/2013		Glow Owoss...	296-696-818.000-GLOW	-150.00
TOTAL					-150.00
<b>1942</b>	<b>12/20/2013</b>	<b>National Main Street Ce...</b>	<b>2014 Nation...</b>	<b>Owosso Main Street Checking</b>	
	12/20/2013		2014 Nationa...	296-200-728.000 OPER SUPPLIES	-250.00
TOTAL					-250.00
<b>1943</b>	<b>12/30/2013</b>	<b>Owosso Books LLC</b>	<b>Refreshmen...</b>	<b>Owosso Main Street Checking</b>	
	12/30/2013		Refreshment...	296-200-728.000 OPER SUPPLIES	-53.00
TOTAL					-53.00

**December Check Register**  
By Account Number



**Owosso Main Street**  
**Check Register - By Account Number**  
**December 2013**

Type	Date	Num	Name	Memo	Paid Amount	Balance
<b>Ordinary Income/Expense</b>						
<b>Expense</b>						
<b>DEP 200 GEN SERVICES</b>						
<b>296-200-728.000 OPER SUPPLIES</b>						
Bill	12/05/2013		DayStarr Communi...	Phone Forwa...	16.43	16.43
Cre...	12/13/2013		Radio Shack	Speaker chor...	90.47	106.90
Bill	12/19/2013		DayStarr Communi...	Phone forwar...	15.16	122.06
Bill	12/20/2013		National Main Stree...	2014 Nationa...	250.00	372.06
Bill	12/30/2013		Owosso Books LLC	Refreshment...	53.00	425.06
Total 296-200-728.000 OPER SUPPLIES					425.06	425.06
<b>296-200-831.000 MAINTENANCE</b>						
Bill	12/05/2013		Bronner's Commerc...	Replacement...	249.60	249.60
Bill	12/05/2013		Kelly's Refuse	Trash Servic...	500.00	749.60
Total 296-200-831.000 MAINTENANCE					749.60	749.60
<b>296-200-999.101 MANAGER WAGES</b>						
Bill	12/05/2013		Joshua Adams	Manager Wa...	2,115.38	2,115.38
Bill	12/19/2013		Joshua Adams	Manager Wa...	2,115.38	4,230.76
Total 296-200-999.101 MANAGER WAGES					4,230.76	4,230.76
Total DEP 200 GEN SERVICES					5,405.42	5,405.42
<b>DEP 696 PROMOTION EXPENSES</b>						
<b>296-696-818.000 PRO WK PLNS</b>						
<b>296-696-818.000-GLOW</b>						
Bill	12/05/2013		Spartan Irrigation	Christmas Tr...	920.82	920.82
Bill	12/05/2013		Wintergreen Corpor...	LED Lights fo...	1,412.83	2,333.65
Bill	12/05/2013		Wintergreen Corpor...	LED Lights fo...	618.39	2,952.04
Bill	12/05/2013		Freed Video Produc...	Commercial ...	200.00	3,152.04
Bill	12/05/2013		Independent Newsp...	Print ads for ...	62.80	3,214.84
Bill	12/05/2013		Argus Press	Print ads for ...	75.60	3,290.44
Bill	12/05/2013		WJSZ-FM "The Ca...	Radio ads for...	225.00	3,515.44
Bill	12/05/2013		Locker Room & Tro...	Metals and A...	256.38	3,771.82
Bill	12/05/2013		B&C DJ's and Sound	Laser Light s...	100.00	3,871.82
Bill	12/19/2013		Hankerd Sportswear	T-shirts for th...	1,910.00	5,781.82
Bill	12/19/2013		Hankerd Sportswear	Sponsorship ...	40.00	5,821.82
Bill	12/19/2013		Hankerd Sportswear	Main Sponso...	72.00	5,893.82
Bill	12/19/2013		Hankerd Sportswear	Large Billboa...	200.00	6,093.82
Bill	12/19/2013		Gary Fortin	Horse-drawn ...	775.00	6,868.82
Bill	12/19/2013		Brooks Innovative ...	Logo Develo...	60.00	6,928.82
Bill	12/19/2013		View Newspapers	Glow Owoss...	150.00	7,078.82
Total 296-696-818.000-GLOW					7,078.82	7,078.82
Total 296-696-818.000 PRO WK PLNS					7,078.82	7,078.82
Total DEP 696 PROMOTION EXPENSES					7,078.82	7,078.82
<b>DEP 697 DESIGN EXPENSES</b>						
<b>296-697-818.000 DES WK PLNS</b>						
<b>296-697-818.000-CHRISTMAS</b>						
Bill	12/05/2013		Crooked Tree Nurs...	Remaining b...	2,358.00	2,358.00
Total 296-697-818.000-CHRISTMAS					2,358.00	2,358.00
Total 296-697-818.000 DES WK PLNS					2,358.00	2,358.00
Total DEP 697 DESIGN EXPENSES					2,358.00	2,358.00
Total Expense					14,842.24	14,842.24
Net Ordinary Income					-14,842.24	-14,842.24
<b>Net Income</b>					<b>-14,842.24</b>	<b>-14,842.24</b>

**December Budget Report**





**Owosso Main Street**  
**Profit & Loss Budget vs. Actual**  
July through December 2013

Ordinary Income/Expense	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Income</b>			
296-000-401.403 GEN PROP TAX	27,725.05	27,700.00	25.05
296-000-401.405 TIF	0.00	149,300.00	-149,300.00
<b>296-000-671.676 DESIGN INCOME</b>			
296-000-671.676-BIKERACKS	0.00	2,000.00	-2,000.00
<b>296-000-671.676-FLOWER PROGRAM</b>			
296-000-671.676-SPONSOR MAILING	0.00	4,200.00	-4,200.00
296-000-671.676-WALK TOUR MAP	1,000.00	15,000.00	-14,000.00
296-000-671.676-FLOWER PROGRAM - Other	50.00		
<b>Total 296-000-671.676-FLOWER PROGRAM</b>	<u>1,050.00</u>	<u>19,200.00</u>	<u>-18,150.00</u>
296-000-671.676-WAYFINDING	18,300.00		
296-000-671.676 DESIGN INCOME - Other	0.00	20,000.00	-20,000.00
<b>Total 296-000-671.676 DESIGN INCOME</b>	<u>19,350.00</u>	<u>41,200.00</u>	<u>-21,850.00</u>
<b>296-000-671.677 ER INCOME</b>			
296-000-671.677-MKTSTUDY	5,500.00	7,500.00	-2,000.00
<b>Total 296-000-671.677 ER INCOME</b>	<u>5,500.00</u>	<u>7,500.00</u>	<u>-2,000.00</u>
<b>296-000-671.678 PRO INCOME</b>			
296-000-671.678-ARTWALK	897.00		
296-000-671.678-GLOW	8,943.00		
<b>Total 296-000-671.678 PRO INCOME</b>	<u>9,840.00</u>		
296-000-671.694 MISC	18.17		
<b>Total Income</b>	<u><b>62,433.22</b></u>	<u><b>225,700.00</b></u>	<u><b>-163,266.78</b></u>

**Owosso Main Street**  
**Profit & Loss Budget vs. Actual**  
 July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Expense</b>			
<b>DEP 200 GEN SERVICES</b>			
296-200-728.000 OPER SUPPLIES	1,384.59	2,500.00	-1,115.41
296-200-818.000 CONTRACT SER	0.00	4,000.00	-4,000.00
296-200-831.000 MAINTENANCE	5,835.59	16,000.00	-10,164.41
296-200-858.000 MEMBER + DUES	0.00	500.00	-500.00
296-200-860.000 ED + TRAINING	311.80	1,400.00	-1,088.20
296-200-999.101 MANAGER WAGES	25,895.54	60,000.00	-34,104.46
<b>Total DEP 200 GEN SERVICES</b>	<b><u>33,427.52</u></b>	<b><u>84,400.00</u></b>	<b><u>-50,972.48</u></b>
<b>DEP 695 ORGANIZATION EXPENSES</b>			
296-695-728.000 OPER SUPPLIES	39.42		
296-695-818.000 ORG WK PLNS			
296-695-818.000-MEMBERSHIP	0.00	500.00	-500.00
296-695-818.000-VOLPARTY	0.00	1,000.00	-1,000.00
296-695-818.000-WEBSITE	104.97		
Total 296-695-818.000 ORG WK PLNS	<u>104.97</u>	<u>1,500.00</u>	<u>-1,395.03</u>
<b>Total DEP 695 ORGANIZATION EXPENSES</b>	<b><u>144.39</u></b>	<b><u>1,500.00</u></b>	<b><u>-1,355.61</u></b>
<b>DEP 696 PROMOTION EXPENSES</b>			
296-696-818.000 PRO WK PLNS			
296-696-818.000-ARTWALK	1,041.67	1,000.00	41.67
296-696-818.000-GLOW	10,367.10	11,000.00	-632.90
Total 296-696-818.000 PRO WK PLNS	<u>11,408.77</u>	<u>12,000.00</u>	<u>-591.23</u>
<b>Total DEP 696 PROMOTION EXPENSES</b>	<b><u>11,408.77</u></b>	<b><u>12,000.00</u></b>	<b><u>-591.23</u></b>

**Owosso Main Street**  
**Profit & Loss Budget vs. Actual**  
July through December 2013

	<u>Jul - Dec 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>DEP 697 DESIGN EXPENSES</b>			
296-697-818.000 DES WK PLNS			
296-697-818.000-BENCHES	540.00		
296-697-818.000-BIKERACKS	0.00	2,000.00	-2,000.00
296-697-818.000-CHRISTMAS	4,858.00	5,000.00	-142.00
296-697-818.000-FACADE	0.00	2,000.00	-2,000.00
296-697-818.000-FLOWER PROGRAM			
296-697-818.000-BASKETS	0.00	4,800.00	-4,800.00
296-697-818.000-BED PLANTS	1,417.74	7,500.00	-6,082.26
296-697-818.000-IRRIGATION WORK	245.08		
296-697-818.000-MAINT. SUPPLIES	89.97		
296-697-818.000-SPONSOR MAILING	0.00	400.00	-400.00
296-697-818.000-SPONSOR PARTY	0.00	1,000.00	-1,000.00
296-697-818.000-WALK TOUR MAP	17.99	4,000.00	-3,982.01
296-697-818.000-WATERING	1,270.15	6,500.00	-5,229.85
<b>Total 296-697-818.000-FLOWER PROGRAM</b>	<u>3,040.93</u>	<u>24,200.00</u>	<u>-21,159.07</u>
<b>Total 296-697-818.000 DES WK PLNS</b>	<u>8,438.93</u>	<u>33,200.00</u>	<u>-24,761.07</u>
296-697-831.000 MAINTENANCE	27.76		
296-697-974.000-WAYFINDING	18,695.50	20,000.00	-1,304.50
296-697-974.000-WOODARDPLC	276.00		
<b>Total DEP 697 DESIGN EXPENSES</b>	<u><b>27,438.19</b></u>	<u><b>53,200.00</b></u>	<u><b>-25,761.81</b></u>
<b>DEP 698 ER EXPENSES</b>			
296-698-818.000 ER WK PLNS			
296-698-818.000-MKTSTUDY	3,000.00	15,000.00	-12,000.00
<b>Total 296-698-818.000 ER WK PLNS</b>	<u>3,000.00</u>	<u>15,000.00</u>	<u>-12,000.00</u>
<b>Total DEP 698 ER EXPENSES</b>	<u><b>3,000.00</b></u>	<u><b>15,000.00</b></u>	<u><b>-12,000.00</b></u>
<b>DEP 901 - CAPITAL OUTLAY</b>			
296-901-965.730 CAPITOL BOWL	0.00	10,000.00	-10,000.00
<b>Total DEP 901 - CAPITAL OUTLAY</b>	<u><b>0.00</b></u>	<u><b>10,000.00</b></u>	<u><b>-10,000.00</b></u>
<b>DEP 966 TRANSFER OUT</b>			
296-966-999.397 SIDEWALK FUND	20,147.50	75,400.00	-55,252.50
<b>Total DEP 966 TRANSFER OUT</b>	<u><b>20,147.50</b></u>	<u><b>75,400.00</b></u>	<u><b>-55,252.50</b></u>
<b>Total Expense</b>	<u>95,566.37</u>	<u>251,500.00</u>	<u>-155,933.63</u>
<b>Net Ordinary Income</b>	<u>-33,133.15</u>	<u>-25,800.00</u>	<u>-7,333.15</u>
<b>Net Income</b>	<u><u><b>-33,133.15</b></u></u>	<u><u><b>-25,800.00</b></u></u>	<u><u><b>-7,333.15</b></u></u>

**Pending Payments**



**Owosso Main Street  
Unpaid Bills Detail  
As of January 10, 2014**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
<b>Agnew Graphics, Signs, &amp; Promotions</b>					
Bill	01/10/2014		01/16/2014		588.20
Total Agnew Graphics, Signs, & Promotions					588.20
<b>City of Owosso</b>					
Bill	10/30/2013		11/28/2013	43	180.78
Bill	12/06/2013		12/26/2013	15	889.87
Bill	01/10/2014		02/13/2014		879.64
Bill	12/05/2013		02/14/2014		759.75
Bill	12/05/2013		02/14/2014		277.03
Bill	12/05/2013		02/14/2014		671.19
Total City of Owosso					3,658.26
<b>Joshua Adams</b>					
Bill	01/10/2014		01/16/2014		2,115.38
Total Joshua Adams					2,115.38
<b>Kelly's Refuse</b>					
Bill	01/10/2014		01/16/2014		500.00
Total Kelly's Refuse					500.00
<b>Lorraine Weckwert</b>					
Bill	01/10/2014		01/16/2014		35.00
Total Lorraine Weckwert					35.00
<b>TOTAL</b>					<b>6,896.84</b>

**Current Balance**  
Checking Account



Owosso Main Street  
**Checking Account Balance**  
As of Friday, January 10, 2014

Checking Account = **\$4,698.17**