

MINUTES
SPECIAL MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
AUGUST 9, 2022 AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chairman Moore at 7:32 A.M.

ROLL CALL: Taken by Director Beth Kuiper

MEMBERS PRESENT: Chairman Jon Moore, Vice-Chairman Bri Marrah (7:36), Commissioners: Josh Ardelean, Bill Gilbert, Melissa Wheeler, Nicole Renya and Authority Member Sue Osika.

MEMBERS ABSENT: Commissioner Lance Omer.

OTHERS PRESENT: Beth Kuiper, Director

AGENDA: IT WAS MOVED BY COMMISSIONER GILBERT AND SUPPORTED BY AUTHORITY MEMBER OSIKA TO APPROVE THE AGENDA AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

- 1) **RLF APPLICATION REVIEW** – Authority Member S. Osika questioned N. Pidek’s recusal at the RLF subcommittee meeting. Director Kuiper confirmed that N. Pidek did not vote as a member of the RLF subcommittee, but attended as an applicant to answer questions as all RLF applicants are asked to present. Chairman Moore contacted N. Pidek asking for clarification in which N. Pidek confirmed that he did recused himself verbally due to conflict of interest from voting or commenting as a committee member for the Aviator Jayne RLF loan application.

MOTION BY COMMISSIONER ARDELEAN, SUPPORTED BY AUTHORITY MEMBER OSIKA TO AMMEND THE AVIATOR JAYNE SCORING MATRIX MINUTES AS PRESENTED.

MOTION BY AUTHORITY MEMBER OSIKA, SUPPORTED BY VICE-CHAIR MARRAH TO APPROVE THE AVIATOR JAYNE’S BUSINESS EXPANSION AND PROPERTY DEVELOPMENT RLF LOAN.

AYES: ALL. MOTION CARRIED.

- 2) **AMERICORPS MEMBER** – A second member position was offered to OMS/DDA at a cost of \$2500.00 to the DDA for a full-time employee for one year. Director Kuiper informed the OMS/DDA Board on the impacts of this second member would have on the organization’s programming and budget.

MOTION BY VICE-CHAIR MARRAH, SUPPORTED BY AUTHORITY MEMBER OSIKA TO DENY A SECOND AMERICORPS MEMBER DUE TO BUDEGETRY CONSTRAINTS.

AYES: ALL. MOTION CARRIED.

- 3) **MMS COMMUNITY ASSESSMENT** – For accreditation and programming optimization, the OMS/DDA must complete a community assessment by 8/30/2022. All board members will

complete this assessment by 8/19/2022 and return to Director Kuiper. Kuiper will compile information and the board will further discuss at their regular meeting to be held on 9/14/2022.

- 4) **MMS PULSE REPORT** – An in-demand pulse report must be completed by 8/30/2022 by the community. Director Kuiper sent a survey link (expired) for the Board to modify by 8/12/2022 and will send electronically early next week.

PUBLIC COMMENTS: None.

BOARD COMMENTS:

ADJOURNMENT:

IT WAS MOVED BY CHAIRMAN MOORE AND SUPPORTED BY VICE-CHAIRMAN MARRAH TO ADJOURN AT 8:10 A.M. AYES: ALL. MOTION CARRIED.

NEXT MEETING: SEPTEMBER 14, 2022.