

**MINUTES**

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

**AUGUST 4, 2021 AT 7:30 A.M.**

**CALL TO ORDER:** The meeting was called to order by Chairman Dave Acton at 7:33 A.M.

**ROLL CALL:** Taken by Recording Secretary Debbie Hebert

**MEMBERS PRESENT:** Chairman Dave Acton, Vice-Chairman Bill Gilbert, Commissioners: Josh Ardelean, Brianna Carroll, Ken Cushman, Jon Moore, Lance Omer and Susan Osika.

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Josh Adams, Owosso Mainstreet/DDA Director; John Adams, Shiawassee Regional Chamber of Commerce; Tracy Peltier, Downtown Owosso Farmers Market.

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

**AYES: ALL. MOTION CARRIED.**

**MINUTES:** IT WAS MOVED BY AUTHORITY MEMBER CARROLL AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE MINUTES FOR THE REGULAR MEETING HELD JULY 14, 2021.

**AYES: ALL, MOTION CARRIED.**

**PUBLIC COMMENTS:** None

**ITEMS OF BUSINESS:**

- 1) **ELECTION OF OFFICERS:** Nominations were accepted for the offices of Chairman and Vice Chairman.

Nominations for Chairman: Residing Chairman Dave Acton and Authority Member Jon Moore (Declined)

**IT WAS MOVED BY AUTHORITY MEMBER CARROLL, SUPPORTED BY AUTHORITY MEMBER ARDELEAN TO APPROVE RESIDING CHAIRMAN DAVE ACTON TO CONTINUE TO SERVE IN THE POSITION OF CHAIRMAN THRU JUNE 2022.**

**AYES: ALL. MOTION CARRIED.**

**1) ELECTION OF OFFICERS: (Continued)**

Nominations for Vice Chairman: Authority Member Jon Moore

**IT WAS MOVED BY VICE CHAIRMAN GILBERT, SUPPORTED BY AUTHORITY MEMBER OSIKA TO APPROVE AUTHORITY MEMBER JON MOORE TO SERVE IN THE POSITION OF VICE CHAIRMAN THRU JUNE 2022.**

**AYES: ALL. MOTION CARRIED.**

**2) CHECK REGISTER.**

**IT WAS MOVED BY AUTHORITY MEMBER OSIKA, SUPPORTED BY AUTHORITY MEMBER CARROLL TO APPROVE THE CHECK REGISTER FOR JULY 2021 AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

- 3) Budget Report** – A short discussion regarding a change in capital outlay with adjustments that will be reflected in September, 2021. Adams suggested a short-term agreement with someone to do the budget and handling of accounts after his resignation at the end of August.

Authority Member Cushman resigned his position as Treasurer for the Board. Chairman Acton thanked Cushman for his years of service.

Authority Member Gilbert was appointed as Treasurer in Cushman's place. Gilbert will spearhead the Finance Committee.

- 4) Shia Cash Reports** – John Adams informed the board that window decals were being delivered to merchants that accepted ShiaCash. Ideas were exchanged to increase the interest in ShiaCash.
- 5) Downtown Owosso Farmers Market** – Tracey Peltier discussed at length with the board her plans of resigning as Market Master at the end of this season, her replacement and the varied options that have been discussed to manage the market including the assistance of the Chamber as fiduciary.

The board recognizes the value of the market to downtown Owosso and expressed their gratitude to Peltier for her great efforts to make the Farmers Market the successful event it has become.

- 6) Executive Director Resignation – Director Josh Adams** informed the board that he will be resigning his position as Executive Director of Owosso Main Street/DDA. His last day will be August 31, 2021. He plans to continue on as a volunteer. He offered information to the board for assistance in obtaining his replacement.

Vice Chairman Gilbert noted that Adams consistently went over and above in his duties as the Executive Director. He was successful at being a member of the community first, standing along-side the area businesses and a director second. The board wished him well on his future endeavors.

**COMMITTEE UPDATES:**

- 1) **Design and Business Vitality –**
  - a. Easement has been signed for the EV Charging Stations. Future Energy will begin August 6<sup>th</sup>. The EV Charging Station committee will meet August 5<sup>th</sup>.
  - b. The project for the historical decals to be placed on the downtown buildings is moving forward.
  - c. Peterson's crew is doing well with watering.
  - d. Sunburst Gardens is scheduled to begin the flower bed repair/replacement on Exchange Street next week.
  - e. The Revolving Loan Committee will meet to clarify the process.
  
- 2) **Promotion & Outreach –**
  - a. Vintage Motorcycle Days Event is moving full speed ahead. Funds raised for the event total \$3,000.
  - b. A past yet renewed event called Open Streets Owosso is currently being planned to be held September 26, 2021. The YMCA is leading the organization of the event. The family event will have a bike ride and 5K run.
  
- 3) **Business Owners Committee –** Meeting scheduled for July 28 at Capital Sports was a great success with 50 in attendance. Authority Member Brianna Carroll was the key speaker. A tour of the facility was provided. Nicole and Ricardo Reyna were present to share information about their new sports bar. Ideas were shared to tell the "Owosso Main Street" story.

**BOARD CONTINUING EDUCATION/INFORMATION:** Chairman Acton encouraged all to attend the MMSC Board Training to be held September 7, 2021.

**PUBLIC COMMENTS:** None

**BOARD COMMENTS:** Director Adams will continue to be available to the board for any questions. The Board shared offered appreciation to Tracey and Jeff Peltier along with John Adams for their time and information shared with the board today.

**ADJOURNMENT:** IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER CARROLL TO ADJOURN AT 9:30 A.M.

**AYES: ALL. MOTION CARRIED.**