

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

July 10, 2024, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chair Bill Gilbert at 7:34 A.M.

ROLL CALL: Taken by Chair Bill Gilbert

PRESENT: Chair Bill Gilbert, Vice-Chair Lance Omer and Commissioners Emily Olson, Dakota Woodworth, Jill Davis and Robert J. Teich, Jr. Commissioner Daylen Howard arrived at 7:45 A.M.

ABSENT: Commissioners Allié McGuire and Josh Ardelean

STAFF PRESENT: Lizzie Fredrick, DDA/OMS Director

AGENDA:

MOVED BY OLSON, SUPPORTED BY OMER TO APPROVE THE JULY 10, 2024 OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.

**AYES: ALL
MOTION CARRIED**

MINUTES:

MOVED BY TEICH, SUPPORTED BY GILBERT TO APPROVE THE JUNE 5, 2024 OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL MEETING MINUTES.

**AYE: ALL
MOTION CARRIED**

PUBLIC COMMENTS: None

REPORTS: Fredrick presented the financial reports and answered questions.

ITEMS OF BUSINESS:

1. **2024 Main Street Self-Assessment:** Fredrick presented the self-assessment tool, completed 2023 scorecard and blank 2024 scorecard.

Board discussed completing the assessment as a group in the August Board Meeting and planning for an hour and a half meeting to avoid needing a Special Meeting to meet the August 30th deadline.

Fredrick asked the Board to complete the self-assessment on their own to the best of their ability before the August 7th meeting in preparation for the group scoring.

COMMITTEE UPDATES:

1. **Organization:** Gilbert highlighted the Committee's progress on the Volunteer Appreciation Event and Annual Sponsorship Guide.
2. **Promotion:** Fredrick confirmed that a digital downtown event submission form has been created for the OMS website event calendar and that the four event tiers have been finalized providing set policies, timelines and expectations for volunteers and staff for each level.

Fredrick shared that the Committee is considering scheduling the 2025 Chocolate Walk on April 26th and that she met with the Lebowsky Center to discuss them taking over or collaborating on the New Year's Eve event.

Fredrick reminded the Board that they set July 31st as the deadline to solidify a NYE chair and event committee for the event to occur in 2024.

3. **Design:** Fredrick reviewed the progress of the Exchange Street Pocket Park updates, the Red Piano Project and the Lebowsky Sculpture Project.
4. **Economic Vitality:** Omer and Howard provided updates on the progress of the Revolving Loan & Grant Program revisions.

Fredrick confirmed that the Michigan Economic Development Corporation selected Oak & Ivory as one of 31 2024 Match on Main grant recipients out of 113 applicants.

DIRECTOR UPDATES: None.

BOARD COMMENTS: Gilbert noted the importance of consistent attendance at Committee meetings and that the goal is to keep the Board and Committee meetings to one hour.

ADJOURNMENT:

**MOVED BY OLSON, SUPPORTED BY HOWARD TO ADJOURN AT 8:41 A.M.
AYES: ALL
MOTION CARRIED**

NEXT MEETING August 7, 2024.