

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
MARCH 07, 2018 AT 7:34 AM
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:34 a.m.

ROLL CALL: Was taken by Recording Secretary, Marty Stinson.

MEMBERS PRESENT: Chairman Dave Acton, Authority Members Mayor Chris Eveleth (left 8:03 a.m.), Jon Moore, Lance Omer, Theresa Trecha, Kevin Wiles (arrived 7:43 a.m.), and Jim Woodworth.

MEMBERS ABSENT: Vice-Chairman Bill Gilbert and Authority Member Kenn Cushman.

OTHERS PRESENT: Josh Adams, Main Street Manager; Sue Montenegro, Assistant City Manager & Community Development Director; Leah Shaull, Manager of Foster Coffee Company.

AGENDA:

IT WAS MOVED BY AUTHORITY MEMBER EVELETH AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO APPROVE THE AGENDA FOR MARCH 7, 2018 AS PRESENTED,

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER EVELETH TO APPROVE THE MINUTES OF FEBRUARY 7, 2018, AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: Board Member Moore introduced his manager of Foster Coffee Company, Leah Shaull. She enjoys seeing how the businesses in Owosso support each other.

ITEMS OF BUSINESS:

1) CHECK REGISTER

(SEE BOARD PACKET FOR CHECK REGISTER)

IT WAS MOVED BY AUTHORITY MEMBER EVELETH AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE CHECK REGISTER FOR MARCH, 2018 AS PRESENTED.

AYES ALL. MOTION CARRIED.

2) BUDGET REPORT

(SEE BOARD PACKET FOR BUDGET)

Mr. Adams noted that they probably would not have to take anything out of reserve this year and might possibly be able to put back \$5-10,000 by the end of the fiscal year.

7:43 A.M. AUTHORITY MEMBER KEVIN WILES ARRIVED

3) BUDGET APPROVAL

Mr. Adams said that a budget can be adjusted at monthly meetings as money arrives rather than estimating too high at this point. This is an estimated budget using many of last year's figures. He reviewed the figures at the meeting. Chairman Acton questioned the website expenses. Mr. Adams commented the initial expenses would be in this year's budget. Ongoing expenses would not need its own line item. Chairman Acton noted that a budget is a planning tool. Board Member Trecha asked about trash pick-up and restroom maintenance. Mr. Adams said it will go under maintenance and that the Design Committee is tasked to fund it. Several groups around the city pay into the maintenance of the restrooms.

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER EVELETH TO APPROVE THE BUDGET AS PRESENTED.

AYES ALL. MOTION CARRIED.

8:02 A.M. BOARDMEMBER EVELETH LEFT THE MEETING.

4) FAÇADE GRANT UPDATE

Mr. Adams stated that the reviews are ready to submit and they hope to put the projects out to bid at the beginning of April. Those buildings are: Century 21; Dean's Hobby; Radio Shack, both front and back; Edward Jones; and the Hit and Pitch.

5) YEAR-END NUMBERS & NMS ARTICLE

Per Mr. Adams, Owosso has been highlighted recently in a couple of national magazines. One for its leadership, and another for engaging Main Street Transformation Strategies. The Argus-Press gave a great review of these articles, also.

Mr. Adams discussed the value of volunteer hours (\$24 / hr.) with thousands of hours worked. Discussion with board continued about businesses cooperating with each other; maybe making a network of "help"; looking into a community help desk.

COMMITTEE UPDATES:

1) DESIGN AND BUSINESS VITALITY

The Way-Finding Grant has been narrowed down to types of signs. Committee will be working on starting streetscape improvements. Also working with arborist Bill Brooks to trim trees downtown.

2) PROMOTION AND OUTREACH

The yearly calendar is done. They are now getting ready for summer. The chocolate walk was a huge success. The weather was a factor that day (snowstorm), but still a great event. May do other similar events because it was so popular – maybe quarterly. Talked about possible VIP tickets.

PUBLIC COMMENTS: Ms. Shaull asked if the businesses that didn't participate were notified of the results of the Chocolate Walk; invited for the future; did they have questions. Mr. Adams replied that an e-mail was a good idea.

BOARD COMMENTS:

Board Member Trecha suggested that not all the participants in the Chocolate Walk may have been able to get to all of the businesses in the outlying areas because of the weather. Discussion to start the walk at different areas in the future.

ADJOURNMENT:

IT WAS MOVED BY AUTHORITY MEMBER OMER AND SUPPORTED BY AUTHORITY MEMBER WILES TO ADJOURN AT 8:34 A.M.

AYES: ALL. MOTION CARRIED.

Dave Acton, Chairman

mms