

**MINUTES**  
**REGULAR MEETING OF THE**  
**DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET**  
**CITY OF OWOSSO**  
**July 10, 2019 AT 7:30 AM**  
**CITY COUNCIL CHAMBERS**

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

**ROLL CALL:** Was taken by Recording Secretary, Debbie Hebert

**MEMBERS PRESENT:** Chairman Dave Acton, Vice-Chairman Bill Gilbert, Mayor Chris Eveleth, Commissioner Bobbi Fuller, Commissioner Ken Cushman, Commissioner Jon Moore, Commissioner Theresa Trecha, and Commissioner Jim Woodworth.

**MEMBERS ABSENT:** Commissioner Lance Omer

**OTHERS PRESENT:** Robert Doran-Brockway, OHC Director

**AGENDA:** IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE AGENDA FOR JULY 10, 2019.

**AYES: ALL. MOTION CARRIED.**

**MINUTES:** IT WAS MOVED BY AUTHORITY MEMBER TRECHA AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO APPROVE THE MINUTES OF JUNE 5, 2019 AND SPECIAL MEETING JUNE 7, 2019.

**AYES: ALL. MOTION CARRIED.**

**PUBLIC COMMENTS:** NONE

**ITEMS OF BUSINESS:**

**1) CHECK REGISTER**

**IT WAS MOVED BY AUTHORITY MEMBER MOORE, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE CHECK REGISTER FOR MAY 1, 2019 AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

**2) BUDGET REPORT-** Director Adams reported adjusted income after TIFF adjustment. Flower Program adjustments were made. Reserve is projected to be \$13,000. Discussion began surrounding meeting with City to differentiate between fiscal responsibilities. Director Adams will seek information to establish a meeting date with City Manager and Director of Public Services.

**IT WAS MOVED BY AUTHORITY MEMBER MAYOR EVELETH, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE FINAL BUDGET AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

**COMMITTEE UPDATES:**

**1) Design & Business Vitality** – Flower Sponsorship, Revolving Loan Fund and implementation procedures. A first draft of the Loan Application was presented for review. Suggestions were made to streamline and clarify the requirements of the application to allow the process to be user friendly, as well as, informational. The application will be edited and finalized for implementation at the committee's July Meeting.

**2) Promotion & Outreach** – Brochure was provided for Flower Sponsorship. Opportunities are available to sponsor hanging baskets for smaller budgets.

**3) Business Owners Committee** – None

**4) Manager Updates** –None

**Board Continuing Education/Information**

**Director Report** – Entrepreneurial Ecosystem Development packet was provided with a review of the 3 shortfalls designated. The pipeline to allow an entrepreneur to find information for investing in Owosso and knowing who to contact is the primary need for focus.

**PUBLIC COMMENTS:** None

**BOARD COMMENTS:**

**ADJOURNMENT:**

**IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER TRECHA TO ADJOURN AT 8:50 A.M.**

**AYES: ALL. MOTION CARRIED.**