

MINUTES
SPECIAL MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
MARCH 16, 2020 AT 7:30 A.M.
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:30 A.M.

ROLL CALL: Was taken by Executive Director, Josh Adams

MEMBERS PRESENT: Chairman Dave Acton, Commissioner Bobbi Fuller, Commissioner Jon Moore, Commissioner Lance Omer, Commissioner Theresa Trecha and Commissioner Jim Woodworth.

MEMBERS ABSENT: Vice-Chairman Bill Gilbert, Commissioner Ken Cushman, Mayor Chris Eveleth

OTHERS PRESENT: Josh Adams, DDA Director

AGENDA: IT WAS MOVED BY AUTHORITY MEMBER OMER AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE AGENDA AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: NONE

ITEMS OF BUSINESS:

1) **RLF Modifications** – The Executive Director presented the Board with recommended modifications to the Revolving Loan Fund Manual to include Emergency Response Loans. The Emergency Response Loans would work as follows:

- These funds will be issued in temporary, 6-month durations Initiated by local, state, and/or national emergencies (natural or economical) - beyond the control of local business & property owners
- Eligible loan purposes include rent, utilities, payroll, and site restoration
- Loan amounts allowed up to \$5,000.00. **Applications greater than \$5,000.00 can be reviewed.**
- Loans can be awarded to meet the emergency need of up to 3 months of eligible expenses
- Loan interest will be 0% if paid back within 12-months of award. Interest of 3% will start accumulating **after** the twelfth month.

Pre-existing Revolving Loans:

- Existing RLF loan payments maybe deferred up to 6-months

The creation of the Emergency Response Loan is in response to:

- The COVID-19 Pandemic
- County & State-wide “social distancing” and “community separation” guidelines related to the pandemic.
- State-mandated shutdown of all non-essential businesses.

As a result, many businesses have seen a dramatic loss of sales and have had to shutdown. OMS/DDA’s creation of these emergency loans will temporality lift some of the financial burden from the businesses with the City as they try to navigate these uncertain time.

IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH, SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE REVOLVING LOAN FUND MANUAL MODIFICATIONS AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) RLF Emergency Deferments – The Board discussed the deferment of current, existing revolving loans. The Board agreed to defer (postpone) all loan payments associated with the Revolving Loan Fund until July 2020. During this deferment time all interest will be forgiven. Monthly loan billing and interest will start back up on July 1, 2020. The Board also agreed to review the deferment plan during its regular May board meeting and if it is determined that additional deferment is need, they will continue deferment through September 2020.

IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH, SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE REVOLVING LOAN DEFERMENTS UNTIL JULY 1, 2020 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: None

BOARD COMMENTS: None

ADJOURNMENT: IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER MOORE TO ADJOURN AT 8:12 A.M.

AYES: ALL. MOTION CARRIED.