

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
FEBRUARY 5, 2020 AT 7:33 A.M.
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 Jon Moore, Commissioner Lance Omer, Commissioner Theresa Trecha and Commissioner Jim Woodworth.

MEMBERS ABSENT: Commissioner Ken Cushman

OTHERS PRESENT: Josh Adams, DDA Director; Albert Martinez, OHC Executive Director

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

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE MINUTES FOR THE MEETING HELD JANUARY 8, 2019.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: Chairman Acton welcomed and extended congratulations to the newly selected OHC Executive Director Albert Martinez who expressed his desire to be inclusive of leaders of various organizations to impact each other and grow the entire community.

ITEMS OF BUSINESS:

- 1) **CHECK REGISTER** – No Discussion

IT WAS MOVED BY AUTHORITY EVELETH, SUPPORTED BY AUTHORITY MEMBER FULLER TO APPROVE THE CHECK REGISTER FOR JANUARY, 2020 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) FEBRUARY 2020 BUDGET REPORT- Most of the TIF Revenue has been received along with the general property tax dollars. The budget is almost breaking even. Substantial fund raising will need to occur, particularly in the design committee for the flower program. Almost \$10,000 has been budgeted in the maintenance line item for the upcoming year.

3) 2020/2021 Work Committees & Work Plans – The board was provided a list of OMS/DDA Promotion & Outreach Committee members along with Sub-Committees. The OMS/DDA Promotion & Outreach 2020 and OMS/DDA Design & Business Vitality 2020 Work Plans were also presented listing current and/or projected events for the 2020/2021 upcoming year. The task force model with subcommittees will be utilized to allow committees to be more effective. All current work plans will be entered into Notion App. Training will be offered.

COMMITTEE UPDATES:

- 1) **Design and Business Vitality** – Grant/Loan applications recommendations for changes are being noted for changes going forward. Gaps have been noticed in the review process. Recommendations for application changes may be presented at the March meeting. The spirit behind the program is to spur development. It has been suggested meeting with the applications as a portion of the review to clear up questions that arise during the review process. Further discussion offered ideas for changes and a reminder of the original intent of the program.
- 2) **Promotion & Outreach** – Chocolate Walk is this Friday, February 7th. Ticket sales have been a little slow. The committee is gearing up to implement the work plans as previously discussed.
- 3) **Business Owners Committee** – Nick Pidek conducted a presentation to show businesses how they can use demographic and marketing data to increase their businesses. Resources were offered. Attendance was low. A plan will be put in place to offer the presentation again with commitments for attendance of a minimum of 10 businesses represented. DDA will sponsor the presentation by offering Mr. Pidek a negotiated amount.
- 4) **Manager Updates** – “My Drive Rebate” from Consumers Energy has been awarded to City of Owosso. A \$30,000 investment is required with several substantial rebates offered. It will be located in the Public Safety Parking Lot. It is one station with 2 chargers. Users will not be charged a fee. Further information will be coming.

Board Continuing Education/Information:

- **Director Report** – Quarterly Mainstreet meeting will be held in Milan on March 24, 2020. No fee is charged. The National Mainstreet Conference is being held May 18-20th in Dallas, Texas. Board Members are invited to attend both events.

PUBLIC COMMENTS: None

BOARD COMMENTS: None

ADJOURNMENT: IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER OMER TO ADJOURN AT 8:20 A.M.

AYES: ALL. MOTION CARRIED.