

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
JUNE 5, 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 Lance Omer (7:38), Commissioner Theresa Trecha, and Commissioner Jim Woodworth.

MEMBERS ABSENT:. None

OTHERS PRESENT: Josh Adams, Main Street Manager; Nathan Henne, City Manager; Nick Pidek, Council Member; Norma Ramirez de Miess, Director of Leadership Development: National Main Street Center; and Laura Krizov, Manager of Michigan Main Street Center.

AGENDA:

IT WAS MOVED BY AUTHORITY MEMBER EVELETH AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO AMEND THE AGENDA FOR JUNE 5, 2019 TO REMOVE ITEM 3, ITEMS OF BUSINESS.

AYES: ALL. MOTION CARRIED.

MINUTES

IT WAS MOVED BY AUTHORITY MEMBER CUSHMAN AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE MINUTES OF MAY 1, 2019.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS:

Council Member Nick Pidek expressed gratitude to the Board for reviewing the program manual. He appreciates a document that provides guidance to the revolving loan committee. He offered that the program manual misses the students and encourages changes to include youth. He stressed utilizing strong marketing techniques to promote outside interest.

BOARD COMMENTS:

**SPECIAL MEETING SCHEDULED FOR FRIDAY, JUNE 7, 2019, 8:00 A.M. TO BE HELD AT
216 W. MAIN ST. SUITE 201, OWOSSO, MI.**

The topic will be challenging the fundamental assumptions in the Program Manual – The Downtown Owosso UDAG/CDBG Program Criteria. **The goal is to simplify, streamline and provide consistency throughout the document.**

Key points noted are:

- 1) **Revise, approve and implement by July 1, 2019.**
- 2) **DDA Board will approach City Council to volunteer to change the program and provide oversight including control of the program.**
- 3) **The criteria required for submission to apply for and grant will be detailed and clarified.**
- 4) **DDA will serve as an advisory to applicants to assist thru the process.**
- 5) **DDA will retain the right to review and approve applicants rejected by the Revolving Loan Committee. Council will be eliminated as the single owner of the document.**

ITEMS OF BUSINESS:

1) CHECK REGISTER

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

AYES: ALL. MOTION CARRIED.

2) BUDGET REPORT- Adams reported this will be the final budget for the Fiscal Year. \$13,000 will be put into reserve.

IT WAS MOVED BY AUTHORITY MEMBER MOORE, SUPPORTED BY AUTHORITY MEMBER TRECHA TO APPROVE THE BUDGET REPORT AS PRESENTED.

AYES: ALL. MOTION CARRIED.

COMMITTEE UPDATES:

1) Design & Business Vitality – Efforts have focused on cleaning up and getting flowers ready. Flower baskets to be delivered today, May 5, 2019.

2) Promotion & Outreach – Committee focused on summer events. The retail shopping event Ladies and Gents events begins promotion today. Niche is hosting the Summer Block Party on the same weekend and has already begun promotion.

3) Business Owners Committee – Discussed “Match on Main” noting that four businesses are interested in the program.

4) Manager Updates – Refer to the Director’s Report for Manager Updates.

Board Continuing Education/Information

Director Report – The board was instructed to read as you can.

Board Continuing Education/Information (continued)

Norma Ramirez de Miess, Director of Leadership Development: Nation Main Street Center provided a detailed and informative presentation updating National Main Street Accreditation Standards to be implemented in 2021. Assistance will be provided over the next 18 months to review and increase Leadership involvement. Changes will be in the areas of “Event Driven to Strategy Driven”. Monthly progress reports will be required leading the team toward deployment.

PUBLIC COMMENTS: None

BOARD COMMENTS:

The board will proceed throughout the next 6 months as it directs to initiate new accreditation standards January 2020.

ADJOURNMENT:

IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER MOORE TO ADJOURN AT 8:57 A.M.

AYES: ALL. MOTION CARRIED.