

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO

October 5, 2022, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chairman Jon Moore at 7:35 A.M.

ROLL CALL: Taken by Director Kuiper

MEMBERS PRESENT: Chairman Jon Moore, Vice-Chairman Brianna Marrah, Commissioners: Josh Ardelean Lance Omer, Bill Gilbert, Nicole Reyna.

MEMBERS ABSENT: Commissioners Sue Osika, and Melissa Wheeler

OTHERS PRESENT: Beth Kuiper, Director; Nick Bruckman, AmeriCorps Service Member

AGENDA:

IT WAS MOVED BY COMMISSIONER ARDELEAN AND SUPPORTED BY COMMISSIONER OMER TO APPROVE THE AMENDED AGENDA WITH CHANGES TO THE OMS/DDA BYLAWS.

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY VICE-CHAIR MARRAH AND SUPPORTED BY COMMISSIONER ARDELEAN TO APPROVE THE MINUTES AS PRESENTED FOR THE REGULAR MEETING HELD SEPTEMBER 14, 2022.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS:

No public comments.

ITEMS OF BUSINESS:

1. **CHECK REGISTER SEPTEMBER 2022:** Brief update provided regarding expenses.

MOTION BY COMMISSIONER GILBERT, SUPPORTED BY VICE-CHAIR MARRAH TO APPROVE THE CHECK REGISTER AS PRESENTED FOR SEPTEMBER 2022.

AYES: ALL. MOTION CARRIED.

2. **BUDGET REPORT:** New layout after utilizing City of Owosso Financial Department.
3. **CREDIT CARD RECONCILIATION:** No new information.
4. **SHIACASH REPORT:** Consumer's Energy to match ShiaCash for shopping season again this year.

5. **CHARGEPOINT REPORT:** Extended warranty was approved. Director Kuiper to meet with downtown advocate shopping experience later today.
6. **OMS/DDA BY-LAWS: MOTION BY COMMISSIONER GILBERT, SUPPORTED BY VICE-CHAIR MARRAH TO APPROVE THE CHECK REGISTER AS PRESENTED FOR SEPTEMBER 2022.**
Support for OMS/DDA by-laws to align with the City of Owosso for 3-minute public comment section.

MOTION BY COMMISSIONER GILBERT, SUPPORTED BY VICE-CHAIR MARRAH TO APPROVE THE AMENDED OMS/DDA BY-LAWS.

7. **PULSE REPORT SURVEY:** Discussion on in-demand businesses, why the community visits downtown and ways to engage more people.
8. **COMMUNITY SELF-ASSESSMENT:** Director Kuiper received feedback and looking at next steps for training services.

COMMITTEE UPDATES:

1. **Design:** \$5000.00 spent on soil testing for pedestrian lights
2. **Promotion:** New chair to focus on business promotions rather than events
3. **Organization:** N. Bruckman to help with website and social media
4. **Economic Vitality:** Rotating Retail to be activated

BOARD CONTINUING EDUCATION/INFORMATION:

Storytelling series in Lansing was held 10/2-3. Continued RRC trainings on Wednesday evenings

DIRECTOR UPDATES:

PUBLIC COMMENTS:

BOARD COMMENTS:

ADJOURNMENT:

IT WAS MOVED BY COMMISSIONER ARDELEAN AND SUPPORTED BY COMMISSIONER OMER TO ADJOURN AT 8:45 A.M.

AYES: ALL. MOTION CARRIED.

NEXT MEETING OCTOBER 5, 2022.