

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

**October 1, 2025, AT 7:30 A.M.**

**CALL TO ORDER:** The meeting was called to order by Chair Daylen Howard at 7:33 A.M.

**ROLL CALL:** Taken by Lizzie Fredrick

**PRESENT:** Chair Daylen Howard, Vice-Chair Lance Omer, Mayor Robert J. Teich, Jr. and Commissioners Bill Gilbert, Josh Ardelean, and Jon Moore

**ABSENT:** Commissioners Karen Parzych and Jill Davis

**STAFF PRESENT:** Lizzie Fredrick, OMS & DDA Director

**AGENDA:**

**MOVED BY MOORE SUPPORTED BY GILBERT TO APPROVE THE OCTOBER 1, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.**

**AYES: ALL  
MOTION CARRIED**

**MINUTES:**

**MOVED BY MOORE, SUPPORTED BY TEICH TO APPROVE THE SEPTEMBER 3, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL MEETING MINUTES.**

**AYE: ALL  
MOTION CARRIED**

**PUBLIC COMMENTS:** None

**REPORTS:** Fredrick reviewed the September Check Disbursement Report and Revenue & Expenditure Report.

Fredrick presented the September reports for Electric Vehicle Charging Station Revenue, Unique Drivers, and Session Quantity.

**ITEMS OF BUSINESS:**

1. **Electric Vehicle Charging Station Services:** Fredrick reviewed the Memorandum Background noting the Board's approval of the three-year Cloud Plan renewal, cable replacement, charging price increase, and creation of a one-time service fee during the September 3rd Board Meeting.

Fredrick confirmed the price increase and one-time service fee have already gone into effect.

Fredrick presented two cost estimates for a one-year warranty extension.

Teich supported Gilbert's September 3<sup>rd</sup> recommendation of budgeting for maintenance of the EV Chargers instead of renewing the warranty.

Moore asked if a complimentary one-month warranty extension would be available to provide more time for ChargePoint to respond to the Board's questions.

Howard and Moore asked Fredrick to contact OWL Services for estimated part and labor costs of past service of the EV Chargers.

**MOVED BY MOORE, SUPPORTED BY ARDELEAN TO POSTPONE RENEWING THE ELECTRIC VEHICLE CHARGING STATION WARRANTY AND ASK FOR A COMPLIMENTARY ONE-MONTH EXTENSION.**

**AYE: ALL**

**MOTION CARRIED**

#### **COMMITTEE UPDATES:**

1. **Organization:** Moore shared that the Committee is working on streamlining volunteer recruitment events and asked the Board to begin thinking about which volunteers really stepped up this year for recognition at the Volunteer Appreciation Party in February.
2. **Promotion:** Fredrick provided updates on the Golden Pumpkin Hunt activity that will take place during the Downtown Owosso Trick or Treat event on October 25<sup>th</sup> and announced that the 2026 Chocolate Walk will be April 25<sup>th</sup>.
3. **Design:** Fredrick notified the Board that the transition from fall to winter decorations has been scheduled for November 8<sup>th</sup> and the Design Committee is in need of volunteers to assist.

Gilbert asked if the monthly Committee meeting day and time could change due to a schedule conflict.

Howard asked if the Design Committee would be able to complete the Social District signage by April and asked if it could be a design competition.

4. **Economic Vitality:** Howard announced that Owosso Floral & Gifts was selected as the October Business of the Month.

Howard provided updates on a grant application for the Revolving Loan & Grant Program that did not make it past the Committee's level of approval.

Teich noted his support for the project and the grant application.

**DIRECTOR UPDATES:** Fredrick reminded the Board that the Downtown Fall Cleanup will take place on October 3<sup>rd</sup> and 4<sup>th</sup>, and that the Revolving Loan & Grant Program Main Street Meetup is October 7<sup>th</sup>.

**BOARD COMMENTS:** Howard noted that removing verbal committee updates from meetings had been a topic of discussion during the September Michigan Main Street Workshop.

Omer and Ardelean voiced their support for keeping Committee Updates for the Board and Public to hear.

Gilbert agreed that having Committee Updates allows the Board to ask questions.

Ardelean thanked the Economic Vitality Committee for selecting CLH Insurance Agency as September's Business of the Month.

#### **ADJOURNMENT:**

**MOVED BY TEICH, SUPPORTED BY OMER TO ADJOURN AT 8:34 A.M.**

**AYES: ALL**

**MOTION CARRIED**

**NEXT MEETING NOVEMBER 5, 2025.**