

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

February 5, 2025, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Vice-Chair Lance Omer at 7:31 A.M.

ROLL CALL: Taken by Lizzie Fredrick

PRESENT: Vice-Chair Lance Omer, Mayor Robert J. Teich Jr., and Commissioners Daylen Howard, Jill Davis, and Dakota Woodworth. Commissioner Josh Ardelean arrived at 7:36 A.M. and left at 8:00 A.M.

ABSENT: Chair Bill Gilbert

STAFF PRESENT: Lizzie Fredrick, OMS & DDA Director

AGENDA:

MOVED BY TEICH SUPPORTED BY WOODWORTH TO APPROVE THE FEBRUARY 5, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.

**AYES: ALL
MOTION CARRIED**

MINUTES:

MOVED BY TEICH, SUPPORTED BY HOWARD TO APPROVE THE JANUARY 8, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING MINUTES.

**AYE: ALL
MOTION CARRIED**

PUBLIC COMMENTS: None

REPORTS: Fredrick presented the monthly financial reports.

ITEMS OF BUSINESS:

- 1. Fiscal Year 2024-2025 Budget Amendments:** Fredrick reviewed the proposed budget amendments highlighting a decrease in estimated Income-Promotion (248,000.674.400) due to Chocolate Walk ticket sales being overseen by the Lebowsky Center for Performing Arts and a reallocation of \$51,946.00 from Transfer to General Fund to Contractual Services, Building Maintenance-DPW, and the four OMS Committee budgets.

Fredrick clarified the additional funds allocated to Contract Services will include an increase in landscaping services and go towards flower planter construction and removal projects.

Fredrick noted that the additional funds allocated to Building Maintenance-DPW will cover costs for waste removal, maintenance for the old streetlights, and reinstallation of old streetlights in locations where they're currently missing.

Fredrick confirmed that approximately \$2,000 will be allocated to the Glow Owosso budget for a new holiday installation and that the timeline for the streetlight reinstallation project may span the current and next fiscal year.

MOVED BY HOWARD, SUPPORTED BY ARDELEANTO ADOPT THE FISCAL YEAR 2024-2025 BUDGET AMENDMENTS AS PRESENTED.

AYE: ALL

MOTION CARRIED

2. **2025-2030 Capital Improvement Plan:** Fredrick presented the 2025-2030 Capital Improvement Plan including the Downtown Streetlight Replacement Project, Parking Lot #9 Reconstruction, Main Street Plaza Masonry Repair 2.0, and Downtown Mural Project.

Fredrick noted that the Main Street Plaza Masonry Repair 2.0 is estimated to be completed in 2025 and that the Downtown Mural Project was added based on the 2025-2029 OMS Strategic Plan, which prioritizes murals and public art.

COMMITTEE UPDATES:

1. **Promotion:** Davis shared that the Committee reviewed pricing for photos with The Mattesons Photography with the goal of highlighting downtown's vibrancy, obtaining promotional photos that won't become outdated due to business turnover, and collecting indoor promotional photos for events and activities that take place during the winter months.

Davis noted that the Committee decided to upgrade the quality of the gift bag this year and discussed increasing the ticket cost to \$20 for 2026 to provide event guests with a reusable tote bag.

Fredrick estimated that Chocolate Walk tickets would be available for purchase by Valentine's Day.

2. **Organization:** Ardelean provided updates on the progress of the OMS Sponsorship webpage and Volunteer Database.
3. **Design:** Fredrick reviewed the January Committee Meeting Minutes including updates on the Lebosky Public Art Project and Fountain Park Seasonal Expansion.

Fredrick confirmed that the location for the Lebosky Center's projector is still under review by the Michigan Department of Transportation and that the location requested was on Main Street between the Lebosky Center Box Office and Huntington Bank.

Fredrick shared that the Michigan Main Street Vibrancy Grant application is due in April and that the Lebosky Public Art Project may be an eligible project for funding.

4. **Economic Vitality:** Howard noted that the Committee is still accepting applications for the Match on Main grant and that the February 4th Revolving Loan & Grant Program had approximately 20 people in attendance.

Howard announced that Nail Boutique Salon & Day Spa is the February Business of the Month.

Fredrick notified the Board that the Committee will be scoring a fire suppression grant application for the Revolving Loan & Grant Program at the February Committee meeting and that the grant application would come to the Board for review in March if approved by the Committee.

DIRECTOR UPDATES: Fredrick notified the Board that the national conference for Main Street America will be in early April in Philadelphia and that Michigan Main Street will be hosting a conference in Lansing in late February where Fredrick will be presenting Revolving Loan Funds to other Michigan communities.

BOARD COMMENTS: Omer shared that the Board and four Committees have vacancies and help from the community and volunteer involvement is appreciated.

ADJOURNMENT:

MOVED BY TEICH, SUPPORTED BY HOWARD TO ADJOURN AT 8:08 A.M.

AYES: ALL

MOTION CARRIED

NEXT MEETING MARCH 5, 2025.