

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
JUNE 1, 2016 AT 7:30 AM
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Vice-Chairman Bill Gilbert at 7:38 a.m.

ROLL CALL: Was taken by Recording Secretary, Bridget Cannon.

MEMBERS PRESENT: Chairman David Acton, Vice-Chairman Bill Gilbert, Authority Members Kevin Wiles, Ken Cushman, Shar Haskins, Theresa Trecha, Jon Moore, Lance Omer, and Mayor Ben Frederick

MEMBERS ABSENT: None

OTHERS PRESENT: Josh Adams, Main Street Manager

AGENDA:

IT WAS MOVED BY VICE-CHAIRMAN GILBERT AND SUPPORTED BY AUTHORITY MEMBER TRECHA TO APPROVE THE AGENDA FOR JUNE 1, 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY AUTHORITY MEMBER TRECHA AND SUPPORTED BY VICE-CHAIRMAN GILBERT TO APPROVE THE MINUTES OF MAY 4, 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: There were no public comments.

COMMITTEE UPDATES:

1) DESIGN

WAY-FINDING SIGNS:

Josh Adams has met with MDOT, and has on-site approval for several of the sign locations. Each sign location has to be individually approved and an application completed for each. He is hoping to see way-finding sign constructed by the end of June, 2016.

BIKE RACKS:

Hoping to get sponsorship/funding for total of twenty bike racks. There are six bike racks currently funded. Cost needing sponsorship is \$300 for each bike rack. Individual sponsorships for bike racks will have placard or signage.

FLOWER PROGRAM:

Flower bed planting has started and by late June, all beds will be planted. Thank you to the volunteers.

2) ECONOMIC RESTRUCTURING

“AskOwosso” team is in process of being formed. Frequently Asked Questions form will be drafted and available with information packet, and will eventually be available for viewing on website.

3) ORGANIZATION

A list of past volunteers is being compiled. A sign-up for volunteers to assist in downtown efforts will eventually be available on website with two-hour volunteer windows. A ‘Help Wanted’ ad will be advertised in local papers requesting volunteers.

4) PROMOTION

Main Street is still working on revamping the website. The website will serve as a great portal, and Main Street hopes to create its’ own vibe with the website, that will be both welcoming and informative.

ITEMS OF BUSINESS:

1) CHECK REGISTER

(SEE BOARD PACKET FOR CHECK REGISTER)

IT WAS MOVED BY AUTHORITY MEMBER CUSHMAN AND SUPPORTED BY AUTHORITY MEMBER WILES TO APPROVE THE CHECK REGISTER FOR MAY, 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) BUDGET REPORT/BUDGET UPDATES

(SEE BOARD PACKET FOR BUDGET)

\$9,000 Money from reserve... as maintenance bills come in for way-finding signs, some of the reserve funds will have to be used.

3) BUDGET REVISIONS

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER FREDERICK TO APPROVE THE BUDGET REVISIONS FOR FISCAL YEAR 2015/2016, AS PRESENTED.

AYES: ALL. MOTION CARRIED.

4) FAÇADE GRANT UPDATES

Susan Montenegro was not present at meeting, so update was given by Josh Adams. City staff met with MEDC, and informed city they do not have the staff capacity at MEDC for all fourteen façade grant applications. Seven façade grant requests will be approved for the first round. The second round of façade grant requests will address the remaining seven applicants.

PUBLIC COMMENTS: There were no public comments.

BOARD COMMENTS: Curwood Festival, 2016 is coming up and can be a profitable event for local business owners. They just have to market accordingly (i.e. Avon Store offered mosquito spray in the past and sold out & It's A Deli Thing offers sausage gravy for the carnival employees during the festival and sells out yearly).

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO ADJOURN AT 8:35 A.M.

AYES: ALL. MOTION CARRIED.

David Acton, Chairman