

# MINUTES

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

JANUARY 8, 2020 AT 7:36 A.M.

## CITY COUNCIL CHAMBERS

**CALL TO ORDER:** The meeting was called to order by Chairman Dave Acton at 7:36 A.M.

**ROLL CALL:** Was taken by Recording Secretary, Debbie Hebert

**MEMBERS PRESENT:** Chairman Dave Acton, Vice-Chairman Bill Gilbert, Mayor Chris Eveleth, Commissioner Ken Cushman, Commissioner Jon Moore, and Commissioner Jim Woodworth.

**MEMBERS ABSENT:** Commissioner Bobbi Fuller, Commissioner Lance Omer and Commissioner Theresa Trecha

**OTHERS PRESENT:** Josh Adams, DDA Director, Pastor Eric Numerich, Life In Christ Church

**AGENDA:** IT WAS MOVED BY AUTHORITY MEMBER EVELETH AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE AGENDA AS PRESENTED.

**AYES: ALL. MOTION CARRIED.**

**MINUTES:** IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE MINUTES FOR THE MEETING HELD DECEMBER 4, 2019.

**AYES: ALL. MOTION CARRIED.**

**PUBLIC COMMENTS:** Chairman Dave Acton introduced Pastor Eric Numeric who has expressed a possible interest in becoming involved.

### **ITEMS OF BUSINESS:**

1) **CHECK REGISTER** – Many checks written as a result of 2 large events occurred which were covered by work plans. Otherwise, nothing unusual was noted.

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

**AYES: ALL. MOTION CARRIED.**

**2) JANUARY 2020 BUDGET REPORT-** Nothing additional to discuss beyond last month's discussion. Bids are being sought for downtown watering, weeding and mowing which could be \$1,000 less than last year. The Streetscape subcommittee will be meeting to review the expenses charged by the city.

**3) Downtown Electric Charging Station -** One charging station with 2 ports is being considered as a private venture by Jim and Jill Woodworth with a 5-year lease including maintenance, providing 220 voltage charges. A minimal fee will be charged. The requested location is inside the city-owned parking lot behind Radio Shack on Ball/Exchange along the Exchange Street side, NW corner, where parking is used less. There are no other public stations available in Shiawassee County. The private entity is ready to move forward once City approval is provided.

**IT WAS MOVED BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER EVELETH TO EXPRESS AGREEMENT IN SUPPORT OF THE PRIVATE VENTURE OF INSTALLING A DOWNTOWN ELECTRIC CHARGING STATION IN THE NW CORNER OF PARKING LOT AT BALL/EXCHANGE.**

**AYES: ALL. MOTION CARRIED.**

**4) Board Retreat Report** – An overview was presented noting key components of the report such as, new downtown tag line is “Gather Around”. Board Self Assessments: 1) Volunteer recruitment and retention including recognition. 2) Fund Generation in addition to beyond funds received under structure. 3) Customer service and hospitality development. Subcommittees will be formed to address these high priority items. Goals and objectives were established for the coming year.

**IT WAS MOVED BY AUTHORITY MEMBER EVELETH, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE BOARD RETREAT REPORT AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

**COMMITTEE UPDATES:**

- 1) **Design and Business Vitality** – No December meeting held. January meeting will begin with new members to begin the work of subcommittees. Revolving Loan Applications are a large part of the committee's responsibilities. Suggestions were made to review the application process and changes to the application.
- 2) **Promotion & Outreach** – No meeting held in December. Committee was busy doing the work for GLO and New Year's Eve. Businesses report a great December even though October and November were slow. The committee will need to decide the identity of the event either grow out activities for family fun or remain the 30-minute midnight party focused on adults. Entrepreneurial Ecosystem Report from Matt Wagner has been received. Copies will be forwarded to Board members for review
- 3) **Business Owners Committee** – .No meeting in December
- 4) **Manager Updated – See Director Report.**
- 5) **Board Continuing Education/Information:**
  - **Director Report** – Report will be sent to Board Members.

**PUBLIC COMMENTS:** Pastor Numerich offered a suggestion to use Security vests with reflectors to identify security personnel working at the New Year's Eve event. He also noted that a key person could

be found while developing Hospitality and Customer Service to establish a relationship with business owners to include how their families were,as well as, how their businesses are doing. Including the personal element would assist with creating a bond between businesses.

**BOARD COMMENTS:** Mayor Eveleth informed the board that City council discussed and decide to move forward to allow Medical Provisioning Centers to also dispense recreational marijuana as outlined by State Law. He also wished the Owosso Historic Commission success in their interview process for the new director.

**ADJOURNMENT:** IT WAS MOVED BY AUTHORITY MEMBER EVELYTH AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO ADJOURN AT 8:24 A.M.

**AYES: ALL. MOTION CARRIED.**