

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

June 5, 2024, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chair Jon Moore at 7:41 A.M.

ROLL CALL: Taken by Chair Jon Moore

PRESENT: Chair Jon Moore and Commissioners Nicole Reyna, Josh Ardelean, Allié McGuire and Bill Gilbert

ABSENT: Vice-Chair Lance Omer and Commissioners Robert J. Teich, Jr., Emily Olson and Daylen Howard

STAFF PRESENT: Lizzie Fredrick, DDA/OMS Director

AGENDA:

MOVED BY REYNA, SUPPORTED BY ARDELEAN TO APPROVE THE JUNE 5, 2024 OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.

**AYES: ALL
MOTION CARRIED**

MINUTES:

MOVED BY ARDELEAN, SUPPORTED BY REYNA TO APPROVE THE APRIL 3, 2024 OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING MINUTES.

**AYE: ALL
MOTION CARRIED**

PUBLIC COMMENTS: None

REPORTS: Fredrick presented the financial reports and answered questions.

ITEMS OF BUSINESS:

1. **L-4029 Tax Rate Request Form:** Moore presented the L-4029 Tax Rate Request Form.

MOVED BY GILBERT, SUPPORTED BY MCGUIRE TO AUTHORIZE THE OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY CHAIRPERSON AND CITY CLERK TO SIGN THE PREPARED L-4029 TAX RATE REQUEST FORM.

**AYES: ALL
MOTION CARRIED**

2. **Election of DDA/OMS Officers:** Board discussed their plans and capacity for involvement.

Gilbert shared that he would accept the chair or vice-chair position on a temporary basis.

Reyna and Moore confirmed they would stay on the Board until a successor is appointed.

Moore called for nominations of the officers.

Moore nominated Gilbert for chair.

Gilbert nominated to re-elect Omer for vice-chair.

Further calls for nominations went unanswered, and the floor was closed.

MOVED BY REYNA, SUPPORTED BY ARDELEAN TO ELECT GILBERT AS THE CHAIR AND RE-ELECT OMER AS THE VICE-CHAIR FOR THE OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY.

**AYES: ALL
MOTION CARRIED**

3. **Fiscal Year 2023-2024 End of Year Budget Amendments:** Fredrick reviewed the proposed budget amendments for the end of the fiscal year and answered questions.

MOVED BY ARDELEAN, SUPPORTED BY GILBERT TO APPROVE THE OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY END OF YEAR BUDGET AMENDMENTS AS PRESENTED.

**AYES: ALL
MOTION CARRIED**

COMMITTEE UPDATES:

1. **Promotion:** McGuire noted that the Promotion Committee anticipates finalizing the event tiers at the next meeting.
2. **Design:** Fredrick confirmed that the landscaping project at the East Main Street Downtown Owosso Welcome Sign has been completed and that the irrigation at the sign needs to be repaired.
Fredrick reviewed the progress of the Exchange Street Pocket Park updates.
3. **Organization:** Gilbert and Moore shared plans for an annual sponsor guide and a sponsor monthly membership program.
4. **Economic Vitality:** Fredrick shared that Home Field Michigan Real Estate Consultants was selected as the May Business of the Month and Rollin' Blooms was selected as the June Business of the Month.

Fredrick provided updates on the progress of the Revolving Loan & Grant Program revisions.

DIRECTOR UPDATES: Fredrick updated the Board that City of Owosso staff and volunteers are working together to water the hanging baskets and bridge baskets after the landscaping vendor cancelled services just before the scheduled flower delivery.

BOARD COMMENTS: Gilbert thanked Moore for his service to downtown Owosso.

ADJOURNMENT:

MOVED BY ARDELEAN, SUPPORTED BY REYNA TO ADJOURN AT 8:44 A.M.

**AYES: ALL
MOTION CARRIED**

NEXT MEETING July 10, 2024.