

DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OTSEGO
January 15, 2019
6:00 P.M., Otsego City Hall

A Regular Meeting of the Otsego Downtown Development Authority (D.D.A.)/Main Street Board was held Tuesday, January 15, 2019.

Chairman Bennett called the meeting to order at 6:06 p.m. with the following members present: Stacey Withee, Kim Rayburn, Toby Esterline, Bruce Meles, Cyndi Trobeck, and Sue Cramer. Absent: Scot Reitenour, and Ben Pobocik. Also present: Joel Saukas, Main Street Manager; City Manager, Aaron Mitchell; City Finance Director, Matthew Storbeck; and DPW Supervisor, Mike Bosch.

APPROVAL OF REGULAR MINUTES

Member Meles moved to approve the December 10, 2018, minutes, seconded by Member Withee. CARRIED

TREASURER'S REPORT

Member Trobeck moved to approve the December Treasurer's Report, seconded by Member Rayburn. CARRIED.

COMMITTEE CHAIR UPDATES

Chairman Bennett, Design Committee – he gave an update on the following: construction schedule for alley renovations behind Maude's, pavilion, work plans, ice rink and the C2AE rendering changes/updates.

Stacey Withee, EV Committee – she gave an update on the following: recent site visit and work plans.

Main Street Manager Saukas, Organizational/Promotional Committee – he gave an update on the following: new members, website, Hometown Christmas, possible winter events, new meeting time – the last Wednesday of the month at 6pm.

CONSIDERATIONS

DISCUSSION ITEMS

A. PEDESTRIAN CROSSING M89 UPDATE

City Manager Mitchell gave an overview of the meeting between MDOT, the City, and Representative Whiteford. He commented that the following items were discussed: the installation of a "pedestrian crossing" light on the new cables on Farmer Street; potentially adding additional time (seconds) for crossing; and possibly in the future dynamic timers could be used to detect pedestrians and give them more time to cross. City Manager Mitchell stated that he did ask about installing a signal with a red arrow, so that traffic would have to stop, but MDOT stated that it is not an option. DPW Supervisor Bosch commented that the new system will provide more options. City Manager Mitchell commented that Representative Whiteford mentioned the 106th Street interchange being looked at in the future.

At this time, the DDA Plan was discussed. Manager Mitchell stated that the DDA Plan has not been updated in quite some time. He stated that if the DDA Plan were to be updated, it would have to be formally approved. A brief discussion took place regarding the DDA District.

B. BOARD SELF ASSESSMENT RESULTS

Main Street Manager Saukas gave an overview of the self-assessment results. He briefly reviewed the following areas:

- Composition & Recruitment
- Commitment, Orientation & Training
- Organizational Structure
- Board at Work
- Strategic Direction
- Strategic Programming
- Communicating the Value of Main Street

C. QUARTERLY NEWSLETTER

Main Street Manager Saukas asked if anyone had material for the quarterly newsletter to get it to information to him within the next two weeks. It was suggested to highlight the new businesses in the downtown.

DDA/MAIN STREET MANAGER'S REPORT

The Main Street Manager provided a written report. Chairman Bennett stated that the Jim Gilmore Jr. Foundation had made a donation of \$3,000, to the Flower Program. Main Street Manager Saukas will send a thank you.

ECONOMIC DIRECTOR REPORT

Economic Development Director Dave Rayman provided a written report.

MEMBER COMMENTS

None.

PUBLIC COMMENTS

City Manager Mitchell gave an update on the following: Rock-Tenn Property; Storage of America's request to rezone and request for a Special Use Permit; Marijuana Public Hearing at the City Commission Meeting on January 21st; and ordinance violations.

The meeting was adjourned on a motion by Member Meles seconded by Member Withee.
7:01 a.m.

The Main Street Strategic Planning Meeting took place after this meeting was adjourned.

Angela M. Cronen, MMC
City Clerk