

DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OTSEGO
August 10, 2020
7:30 A.M., Zoom Meeting

A Regular Meeting of the Otsego Downtown Development Authority (D.D.A.)/Main Street Board was held Monday, August 10, 2020.

Chairman Bennett called the meeting to order at 7:30 a.m. with the following members present: Cyndi Trobeck, Stacey Withee, Ben Pobocik, Kim Rayburn, and Sue Cramer. Absent: Bruce Meles, Scot Reitenour, and Toby Esterline. Also present: Joel Saukas, Main Street Manager; City Manager, Aaron Mitchell; City Finance Director, Matthew Storbeck; and Economic Development Director, Dave Rayman.

APPROVAL OF REGULAR MINUTES

Member Pobocik moved to approve the July 20, 2020, Regular Minutes, seconded by Member Trobeck. CARRIED

TREASURER'S REPORT

Member Rayburn moved to approve the July Treasurer's Report, seconded by Member Pobocik. CARRIED.

Member Esterline arrived at 7:34 a.m.

PRESENTATIONS

COMMITTEE CHAIR UPDATES

Member Withee, EV Committee – she gave an update on the following: picture taking project and Small Business Saturday.

Main Street Manager Saukas, Community Engagement Committee – he gave an update on the following: Pet Mayor, Newsletter, Business of the Week, and new events – Gala.

Chairman Bennett, Design Committee – he gave an update on the following: Pavilion – update on progress, and signage for donors.

CONSIDERATIONS

DISCUSSION ITEMS

At this time, Chairman Bennett reminded business owners to remind their renters and employees to park in the back lots and not park in front of the businesses.

A. RIVERFRONT PAVILION UPDATE

Update given by Chairman Bennett.

B. FUTURE OF MAIN STREET PROGRAM

Chairman Bennett stated that with Main Street Manager Saukas leaving the program the Board needs to figure out how we move forward. He commented that the program is funded through June 30, 2020. He stated that the Fund Development Training with Michigan Main Street is scheduled for September 21st. He stated that Laura from Michigan Main Street indicated that they would enter into a one year contract. She indicated that it may be difficult to hire a Main Street Manager if the program will only be for one year.

At this time, Chairman Bennett opened up the floor for an open discussion about the “next steps”.

Member Pobocik asked Main Street Manager Saukas if other Main Street Managers are out there looking for employment. He stated that there were a few, and he would call them and tell them of the opening in Otsego. Member Pobocik stated that he is willing and able if there is an interest in keeping Main Street. He commented that the main issue is the budget and the City Commission would have to be in support of the program.

Member Trobeck stated that it can be put in front of the City Commission. She commented that an Interim Main Street Manager could possibly be hired for just a year – like a college student.

Member Withee commented that possibly it could be a part-time position, which would reduce the cost and no health insurance would have to be provided. Main Street Manager Saukas commented that he didn't know if Michigan Main Street required a full-time Manager. Chairman Bennett commented that there had been some exceptions to the rules to keep Main Street Programs running, and he will find out the requirements.

A discussion took place regarding the Board's ability to assist with Main Street until a decision is made or someone is hired. City Manager Mitchell stated that he and the Clerk will assist with meetings and agendas. Member Pobocik commented that he didn't think that the office needed to be staffed. Chairman Bennett stated that all calls can be directed to City Hall.

Member Cramer commented that we are now in a different world. She said she will be working with the Chamber and will stay in touch regarding community events and ideas, but she can't assist with Main Street at this time. She thanked Main Street Manager Saukas for all he did for Otsego and the Pavilion. Main Street Manager Saukas commented that he enjoyed working and serving Otsego and that he knows that the Pavilion is in good hands.

Member Trobeck stated that we have to make sure that the DDA/Main Street Board is fully behind keeping Main Street. At this point, Chairman Bennett asked if the Board was in favor of keeping Main Street and all agreed that they were in favor of keeping the program.

Member Esterline suggested to ask for reduced rent on the office space. Member Trobeck suggested that we wait and find out what Michigan Main Street requires. Chairman Bennett stated that he will contact Michigan Main Street and find out their requirement. He will update members via email.

C. FUND DEVELOPMENT TRAINING

Main Street Manager Saukas stated that the Fund Development Training is still scheduled for September 21, 2020. He asked the members to watch their email for updates.

Chairman Bennett reminded the Board to review the Main Street Manager's Report and the Economic Development Director's report.

DDA/MAIN STREET MANAGER'S REPORT

The Main Street Manager provided a written report.

ECONOMIC DIRECTOR REPORT

Economic Development Director Dave Rayman provided a written report.

MEMBER COMMENTS

None.

PUBLIC COMMENTS

None.

The meeting was adjourned on a motion by Member Rayburn seconded by Member Pobocik.
8:02 a.m.

Angela M. Cronen, MMC