

DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OTSEGO
September 14, 2020
7:30 A.M.

A Regular Meeting of the Otsego Downtown Development Authority (D.D.A.)/Main Street Board was held Monday, September 14, 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, Scot Reitenour, Toby Esterline and Sue Cramer. Absent: Bruce Meles. Also present: City Manager, Aaron Mitchell; City Finance Director, Matthew Storbeck; and Economic Development Director, Dave Rayman.

APPROVAL OF REGULAR & CLOSED MINUTES

Member Rayburn moved to approve the Closed Minutes of July 20, 2020, and the Regular Minutes of August 10, 2020, seconded by Member Withee. CARRIED

TREASURER'S REPORT

Member Trobeck moved to approve the August Treasurer's Report, seconded by Member Pobocik. CARRIED.

PRESENTATIONS

COMMITTEE CHAIR UPDATES

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

Chairman Bennett, Design Committee – he gave an update on the following: Fall decorating, and the EPA – Dam.

Pavilion - Chairman Bennett gave an update on the steel trusses for the Pavilion. He stated that when the project was bid the cost was approximately \$28,000, and now the price is \$95,000. Bryan Winn stated that the price should come down after the first of the year, and he suggested to hold off until spring. Chairman Bennett stated that a professional picked out the colors for the Pavilion. He commented that they are holding off on the donor sign because of in kind donations.

Community Engagement Committee – no update.

Member Meles arrived at 7:47 a.m.

CONSIDERATIONS

DISCUSSION ITEMS

A. MAIN STREET TRAINING – SEPTEMBER 21, 2020

Chairman Bennett asked that members to contact Clerk Cronen if they will be attending the training so she can plan for lunches. He commented that the training will be at City Hall.

B. MAIN STREET MANAGER – QUALITIES IN CANDIDATE

A brief discussion took place regarding the qualities of a new Main Street Manager. The following qualities were noted: mature, recruit volunteers, go into businesses, local, self-directed, good with people, leadership skills, personality, leader of the Team, able to read people, and a planner.

A Hiring Committee of Member Pobocik, Member Cramer, Member Withee, Chairman Bennett, and City Manager Mitchell was formed. Clerk Cronen will email the candidate's information to the Hiring Committee.

C. PET MAYOR UPDATE

Clerk Cronen gave an update on the Pet Mayor fundraiser indicating that \$160.00 has been collected to date.

DDA/MAIN STREET MANAGER'S REPORT

No report.

ECONOMIC DIRECTOR REPORT

Economic Development Director Dave Rayman provided a written report.

MEMBER COMMENTS

Chairman Bennett commented that the Historical Society is looking into the archives of when the museum was renovated. He stated that Jan Cushman believes that the museum was meant to be a museum. Member Trobeck stated that it was decided that way. He also commented that they are working on fundraising.

PUBLIC COMMENTS

City Manager Mitchell asked what the amount of the rent is for the office space at the Museum. Chairman Bennett will look into it.

The meeting was adjourned on a motion by Member Pobocik seconded by Member Withee.
8:06 a.m.

Angela M. Cronen, MMC