

DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OTSEGO
OTSEGO CITY HALL
July 12, 2021
7:30 A.M.

A Regular Meeting of the Otsego Downtown Development Authority (D.D.A.)/Main Street Board was held Monday, July 12, 2021.

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

APPROVAL OF REGULAR MINUTES

Member Withee moved to approve the Regular Minutes of June 14, 2021, seconded by Member Reitenour. CARRIED

TREASURER'S REPORT

Member Reitenour moved to accept June Treasurer's Reports, seconded by Member Withee. CARRIED.

TEAM LEADER UPDATES

Member Withee, EV Committee – she gave an update of the following: reviewed Toolkit.

Community Engagement Committee – no report.

Chairman Bennett, Design Committee – he gave an update on the following: the pavilion, donor sign, ribbon cutting – September, Mark McPherson's – TOP sign, and JBS – 2nd phase of the Riverfront.

MANGER'S REPORT

Main Street Manager Sweeney gave an update on the following:

- New computer system
- Animal Tracks & Summer Activities

Member Meles arrived at 7:40 a.m.

CONSIDERATIONS

1. CONSIDERATION OF AN END OF INTERNSHIP STIPEND

Chairman Bennett commented that the Main Street Intern, Sam Jacobs has done a really good job and thought it would be nice to give him a stipend for his hard work and for all of the hours he has put in. Main Street Manager Sweeney gave an overview of Sam's accomplishments. Chairman Bennett stated that this gesture is not setting a precedence, as all stipends would be case by case. Member Trobeck moved to give a stipend to Main Street intern Sam Jacobs, in

the amount of \$250.00, seconded by Member Withee. CARRIED.

2. CONSIDERATION OF CHAMBER OF COMMERCE CONTRACT

Chairman Bennett commented that continued talks between the City of Otsego, City of Plainwell, and the Chamber. A payment of \$1,000.00/year was discussed, but the Board will need to support this. Member Trobeck gave a brief history of the City of Otsego's past agreement. Main Street Manager Sweeney commented that the biggest question is what services can the Chamber provide to Main Street. City Manager Mitchell gave a detailed history of the past agreements. Chairman Bennett gave an overview of some of the functions that the Chamber provides. He commented that Main Street Manager Sweeney would like to get a contract finalized. Member Trobeck asked what services would be provided. Main Street Manager Sweeney stated that they would provide the following: business support services, event services (calendar – for both communities), and the Creative Arts Festival. Member Trobeck asked Treasurer Storbeck if the DDA/Main Street could sponsor the Creative Arts Festival. Treasurer Storbeck stated that the DDA/Main Street can't support a festival. A lengthy discussion took place regarding the proposed contract, and what the other entities are agreeing to. It was the consensus of the Board to have the contract presented at the next meeting, along with a presentation by the Chamber.

PRESENTATIONS

DISCUSSION ITEMS

1. OTSEGO ARTS INITIATIVE

Member Trobeck gave an overview of a recent Arts Council Meeting, which focused on bringing arts to the community. She commented that sixteen people attended the meeting and were really excited to form a group dedicated to the arts. She commented that Paulette and Tim Carr of Brave Studios will be leading the group. Member Trobeck invited the Board to attend the next meeting on July 20, 2021. A brief discussion took place regarding possible events.

2. MAIN STREET FUNDRAISING

Member Trobeck reviewed the tools that Main Street has to begin fundraising. A Community Relations Development Team is being formed and the first meeting will be on July 29, 2021, at 6:30 p.m. She asked that the Board be involved and pull together to implement the fundraising plan.

3. GUS MACKER 2021

Chairman Bennett gave an update on the sponsorships. He commented that the committee is expecting the same number of teams or more for the event. He announced that they have added a new nine and under division. Chairman Bennett stated that volunteers are needed for the event.

4. MAIN STREET REPORTING

Main Street Manager Sweeney asked the Board for ideas of what they would like to see in his reports. Member Withee asked how many people were receiving the Friday Main Street updates. Member Trobeck commented that Facebook statistics would be good quarterly.

ECONOMIC DIRECTOR REPORT

Chairman Bennett welcomed Dave Rayman back. Economic Development Director Dave Rayman gave a brief update and provided a written report and the report from the Chamber.

MEMBER COMMENTS

None.

PUBLIC COMMENTS

City Manager Mitchell gave an update on Rock-Tenn and the dam removal.

The meeting was adjourned on a motion by Member Meles, seconded by Member Rayburn.
8:26 a.m.

Angela M. Cronen, MMC
City Clerk