

**ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY**

**BOARD MINUTES**

November 21, 2016

**Members Present:** Schwalm, O'Brien, Rosczyk, Norton, Anderson, Weiler, Adams, Jock, Legg, Weiss

**Excused:** Hodges

**Absent:**

**Others Present:** Greg Gaylor, Diane Love-Suvada, Michael Westcoat, Dan Scow, Todd Jansen

Motion by Sue Jock with support from Kurtis Norton to accept the Secretary's report. All in favor, motion carried. Motion by Kurtis Norton second by Erine Adams to approve the treasurer's report. All in favor motion carried.

**Treasurer's Report** (Thru 11/18/16)

Cash on Hand (Correction to County-Lear Ck +\$385.25)	\$294,585.86
Higgins Twp	\$188.00
Interest 9/30/16	\$25.27
	\$294,799.13
Bills Paid per previous approval	
RiverFest	\$1,000.00
Northern Family Dentistry	\$5,000.00
Account Payable-New Bills	
CRAF Center –Façade Grant	\$2150.00
K & K Masonry-George St & Lake St	\$9,800.00
Village of Roscommon –Tether	\$124.50
Hometown Decoration-Christmas Lights	\$2,480.00
Diane Suvada-Sawmill Contract	\$1,149.27
(\$3042.86 + \$1250(DDA Match)- \$1,149.27= \$5542.13 Grant)	
Ending Balance	\$273,095.36

**CORRESPONDENCE & PUBLIC COMMENT** - None

**COMMITTEE REPORTS:**

**Managers Report** – The old Village Hall is listed for sale by owner. A decision will be made after the first of the year whether to list it with a realtor. The Village is chlorinating water again; a public meeting will take place regarding the chlorination.

**Façade Grants** – Nothing from McKee. CRAF center sign is up. Tom dropped off an application to Pioneer Pharmacy.

**RED – Roscommon Economic Development**

**Empty Building** - Haven't meet recently will start back up after the first of the year.

**Beautification Committee** – Tom has some plaques to present to the flowers in the Village committee. We need to replace the director of the flower committee as well as get some new additions to the committee.

**Business Support Networking** – John would like to see a committee chair to head this up.

**Marketing and Branding** – See discussion notes under new business.

**Sidewalks and Streetscapes** – Christmas decorations are up. Andrea was going to speak with Tammy Menghini to see if Christmas in the Village would like to take the Christmas decorations over.

**Website** – Mike reported he fixed some errors in the contacts. Updated information on the site and cleaned some areas up.

**Sawmill Rural Business Center** – Diane gave an update on the progress in the first 3 months. Marketing had two events. There are 125 social media followers. Work is being done on programs for 2017 and a sponsorship package. There were four consultations with local businesses this past month. A visit was made to another incubator in Midland. Articles of Corporation have been filed with the State with assistance from Dan Decker. They have almost a full board of directors for next year. They have toured a couple spaces and are looking at using space in the village building pending approval from the village.

#### **OLD BUSINESS**

**Wallace Park and Hilltop walkway** – Nothing new

**Lear Township Assessment** – Nothing new

**Electric Car Charging Station** – Doug has not heard anything new.

**New Township Member** – Ron Alden is interested. Motion by Erine Adams second by Roy Spangler to recommend Ron Alden to the Village to fill the vacancy on the DDA board.

#### **NEW BUSINESS**

**Saw Mill** - Update from Greg, they have good team put together and would like to have the DDA partner with them.

**Todd Jansen – Presented** the possibility of additional parking downtown, tabled the discussion for the time being.

**Branding/Marketing** – There was discussion regarding a Community Marketing Director. No one person can do the scope of this job without a funded salary and we are losing out on grants, funding and opportunities. There was considerable discussion regarding a Community Marketing Director position and salary, the Saw Mill Director salary and the opportunity for additional parking spaces. Long discussions on the three projects and not enough funds to do them all.

**Budget** – Motion by Erine Adams to approve worksheet budget as revised with \$100,000 line item for economic development. Second by Sue Jock. Motion approved.

**Trails** – Iron Bell trail slated to come through Ogemaw, St. Helen, down 76 and out to North State Park. Need engineering plan, the committee is looking for support from the DDA in support of the engineering project. John made a motion for letter of support on the Bells Iron Trail. Second by Andrea Weiss. All in favor, motion passed.

**FUTURE PROJECTS** – Nothing new to report.

#### **LIAISON REPORTS**

**Chamber** –Poker walk during Christmas in the Village.

Meeting Adjourned at 10:28 - All in favor, meeting adjourned.