

ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY
BOARD MINUTES
February 21, 2018

Members Present: Schwalm, O'Brien, Rosczyk, Weiss, Wilkerson, Jock, Alden

Excused: Walker, Weiler, Hodges, Anderson

Absent: Legg, Spangler

Others Present: Diane Love-Suvada, Dan Scow, Marci Dankert, Lance Cherven

Motion by Andrea with support from John to accept the Secretary's report. All in favor, motion carried. Motion by Ron with support from Sue to approve the Treasurer's report. All in favor motion carried.

(Thru 2/20/18) Treasurer's report

Cash on Hand	\$271,443.94	
Deposit -Higgins Twp	\$28,353.84	
Interest 1/31/18	\$23.42	
	\$299,821.20	
Bills Approved Prior Month		
Bills for Approval		
Ck #1006 Village of Roscommon	\$320.00	
Ck #1007 Consumer Energy	\$24.22	
Ck #1108 Mark Walling	\$1,360.00	
	Ending Balance	\$298,116.98

CORRESPONDENCE & PUBLIC COMMENT – MI Association of planning has a meeting today at the Village. MDA Lansing Day and Workshop May 7th and 8th in Lansing.

COMMITTEE REPORTS

Managers Report - April 10th will be John's last day. The RRC steering committee is moving towards a paperless agenda and purchasing chrome books for the council members. The council approved a new website. A map of the mixed-use park has been presented along with different options. The Sharpe's are interested in building next to Forward's propane in the park. The Treasurer's position may be filled Monday night. It is possible they will adopt the treasurer position as an appointed rather than an elected position. Lonnie commended John for bringing the Village into the 21st century with the Chrome books and working towards a paperless environment.

Facade Grant – McKee storage to re-apply, he is moving forward with improvements on the property.

Sidewalks and Streetscapes – The Hometown decorations contract is up this year. They are proposing a new contract for \$2,700 for 3 years. The Christmas in the Village committee is in contact with them to choose the decorations. Motion by Andrea second by Sue to approve the contract. Motion passed.

Website – Nothing new to report. Tom asked if it possible to combine the DDA and the Village websites. Michael Wescot is providing the service he should be able to provide information on combining the websites.

Sawmill - Diane gave a report on the Sawmill. Five new people have come in since our last meeting. Continuing to fill in the training schedule. This month there was a presentation on patents, trademarks and copywrites.

Monday is a free co-working space. Diane provided a revised 2018 Strategic Plan. There is an opportunity for USDA funds and Diane recommends that the Village, DDA and Sawmill consider combining their efforts to request grant money for a project they wish to work on together.

Farm market- We have budgeted \$4,000 for the farm market. Marci was asked to track her hours this year so we will have an idea of time involved and cost for next year's budget. Motion by Sue to work within the \$4,000 we have budgeted and to split the \$2,000 compensation for Marci and the remaining \$2,000 for marketing and expenses as she sees fit, pending her entering into the managers agreement. Second by Ron. Motion passed. Currently the Farmer's Market does not have non-profit status. John suggested we look at pursuing non-profit status.

OLD BUSINESS

Lighthouse - We have not heard anything new from the Road Commission.

Iron Bell Trail – Small set back has occurred. The company that was to do the grant work has had some incidences and the engineers working on the project have left the company. Rosalie is working with the grant people to see if we can shift the engineering process to the other engineering firm.

Parking Stripping - Nothing new until Spring

Rising Tide - Committee is set up. Mike is under the understanding there is going to be another quick round. Could mean that we could put in for that round.

New Banners - The Farm Market ones are the only ones that need to be replaced.

NEW BUSINESS

RRC Steering Committee - Motion by John to support the establishment of a RRC steering committee. Second by Ron. Motion passed.

Economic Development Director – contract extension - Motion by John to extend Mark's contract to December 31st at an hourly rate of \$40 an hour and we allocate up to \$20,000 to take us up to December 31, 2018. Second by Ron. Motion passed.

Survey Monkey – Will be sent out.

New Village Manager – Salary and interviewing - Currently we supplemented the Managers income to attract and include the economic development portion of the Managers position. This is now being handled separately by Mark and not within the Managers position. For clarity after the expiration of John's contract the supplement income that the DDA was providing to the Village Manger's salary we pay thru April 10, 2018. Motion by Sue to discontinue supplementing the wage at the end of John's contract. Second by Ron. Motion passed. Lonnie is interested in being part of the interview process.

FUTURE PROJECTS – Keep a running list so they are not forgotten

Trees at BC Pizza – May
AuSable Drugs Purchase
Garbage Can advertising
Frontier building
Green's & Antiques
Division Street trails 2020
Parking on Fourth Street

LIAISON REPORTS – Village nothing. Township - Ron will get with the Supervisor for the grant on the signage. Winterfest was a great day we still had some snow and the best turnout they have ever had. Egg Scramble is the Saturday before Easter March 24th.

Meeting Adjourned at 9:59. Motion by Tammy. All in favor.