

**ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY**  
BOARD MINUTES  
July 17, 2017

**Members Present:** O'Brien, Rosczyk, Hodges, Weiss, Adams, Spangler, Alden, Ward

**Excused:** Anderson, Schwalm, Jock, Weiler

**Absent:** Tim Legg

**Others Present:** Diane Love-Suvada, Mark Walling, Dan Scow

**Arriving Later-** Christian Smith-Owner, Growing Up Roscommon

Motion by Erine with support from Ron to accept the Secretary's report. All in favor, motion carried.

Motion by Doug with support from Ron to approve the Treasurer's report. All in favor motion carried.

Roscommon Downtown Development Authority –June 2017

(Thru 7/13/17)

Treasurer's report

Cash on Hand \$258,925.63

Interest 4/30/17 \$21.57

\$258,947.20

Prior Approved Bills

Ck #983 Erine Adams(Farm Market) \$379.00

Ck. #984 HLRCC (Art Fest Ad) \$800.00

Ck #985 Mark Walling \$1,311.93

Bills for Approval

Ck #986 Erine Adams(Farm Market) \$450.00

Ck #987 Mark Walling(Inv #3) \$1,150.00

Ck #988 Sawmill (Contract 7-1-17 to 12-31-17) \$19,240.00

Ck #989 Roscommon Cleaners & Laundry \$10.00

Ck #990 Jan Deloge (Tractor keys) \$6.61

Ck #991 Village of Roscommon (Hrdwre bills) \$61.93

Ck #992 Village of Roscommon (John's 4-1-17 to 6-30-17 Stipend)\$4,218.76

Ck #993 Bob's Butcher Shoppe & Hall Construction(Façade Grant)\$4,625.00

Ck #994 County Car Wash (Façade Grant) \$2,795.00

Ending Balance \$223,898.97

**CORRESPONDENCE & PUBLIC COMMENT** - No correspondence. The RiverFest had poor attendance. When invoices are submitted for payment, DDA will consider what will be paid.

**COMMITTEE REPORTS -**

**Managers Report** – The Water Tower is being painted. It is wired now so when one pump goes down a 2<sup>nd</sup> one will kick in. DPW-Mike Looney is back working part-time, helping with all projects. Only one hydrant is functional at this time, due to water tower drained down for painting. Chlorination is a direct feed so that will continue, and it will continue until service lines are replaced. If emergency fire occurs, water will need to be drawn from River and Creek.

**Façade Grant** – No word from McKee. The CRAF Center is done and check delivered, photo op will be done at some point. The Butcher shop check will be delivered after today's meeting, with photo op. The Country Car wash project is completed, check will be delivered also.

**Beautification** – Nothing new

**Sidewalks and Streetscapes** – Sidewalks at Lighthouse, Village working on. A couple of Streetlights are out and the corner lamppost needs to be replaced.

**Website** – Nothing

**Sawmill** – Diane provided an update. She announced some dates for Education and Training Sessions, including the Springboard Summit from 9/18-11/13. There will be a Co-working Space Open House within the next couple months-tbd.

**Farm market**- Erine presented the contract that was requested, it was reviewed and approved. Best weekend was the weekend of Art Festival, but that Sunday was poor. There has been a few issues and they will be having a food inspector visit. There was 29 vendors present last Sunday.

### **OLD BUSINESS**

**Lighthouse** – MDOT, Tim and Bridge Rep meet about the walkway from the Lighthouse. \$120,000 to \$135,000 was the price range for 5 feet wide. Bridge alone will be approx.. \$85,000, then another \$40,000 for walkway. The question was asked, if the Village would fund and then the DDA could budget over a period of years? Motion by James Ward to allocate \$5,000 to have the engineering done for the Lighthouse walkway, 2<sup>nd</sup> by Roy Spangler. Motion carried.

**Parking for 5<sup>th</sup> St. and Lake** - Latest is that Westminster is interested in moving the house but would need to agree on the location. There has been 2 possible sites. John has been talking with the block of business owners, recommending them to voice their support of the parking lot, hoping for more movement towards getting it done.

**Iron Bell** - Sue is heading the Recreation Committee. The route is not set yet. Logically with the NHLSP trail ribbon cutting that it would be a done deal, but it has not been approved yet.

**Economic Coordinator** – Mark reported on the Redevelopment Readiness Communities-Proposing the MEDC come and give a presentation of what is expected. John is planning a meeting with Grayling's EDC to discuss what they have going on. Written report on file.

**Parking Stipes**- Andrea will try to get the name of whom striped the bank's parking lot and John will talk with the rep from Grayling that does theirs.

**Two Rare Design Murals** – Nothing new to report.

**Economic Contract**- No news if one has been drafted by CEO John for Mark Walling

### **NEW BUSINESS**

**Public Relations Strategy-B2B with HLRCC 9/14/17** - It has been arranged with the Chamber to host the September 14<sup>th</sup> B2B Breakfast meeting. Andrea has offered to send invitations to the entities that the DDA captures funds from and personally invite them to the presentation to be given by Tom and Jim. It was also recommended to send invitations to Past DDA Board members.

**Village Manager Contract**-John's contract is up in December-no decision yet. He announced that there is some upcoming training for the council. It was commented that the DDA board should be aware of the expectations for the Manager's position.

### **FUTURE PROJECTS**

**Trees** –To be assessed

**9:05 Quorum disbanded** –James and Roy left meeting

**LIAISON REPORTS** – Village nothing to report. Township nothing. Chamber- Art Festival was a big success, Girls Night Out will be the next Chamber event.

**Meeting Adjourned at 9:10.** Motion by Ron. Support by Andrea All in favor.

**Respectfully submitted by Andrea Weiss**

