

ROSCOMMON DOWNTOWN DEVELOPMENT AUTHORITY
BOARD MINUTES
April 23, 2018

Members Present: Tammy Schwalm, Tom O'Brien, Doug Hodges, Jim Anderson, Tim Legg, Andrea Weiss, Roy Spangler, Sue Jock, Phil Weiler, Mike Walker

Excused: Lonnie Wilkerson, Ron Alden

Absent:

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

Motion by Andrea Weiss with support from Sue Jock to accept the Secretary's report. All in favor, motion carried.

Motion by Phil Weiler with support from Tim Legg to approve the Treasurer's report. All in favor motion carried.

Motion by Andrea Weiss, second by Sue Jock to add a bill for \$964.20 to Consumers Energy for the Christmas light bill. Motion approved.

(Thru 4/13/18)	Treasurer's report	
Cash on Hand		\$317,528.10
Correction for March Ck #1009 Consumer Energy not \$320-S/B		\$40.37
Difference added back		\$279.63
Interest 3/31/18		\$26.48
		\$317,834.21
Reimbursement to Village of Roscommon –Overpayment in disbursement on 11-2-17		
Ck #1011 Village of Roscommon		\$6,429.04
Bills Approved Prior Month		
Bills for Approval		
Ck #1012 Village of Roscommon(Final disbursement for Hall)		\$25,000.00
Ck #1013 Village of Roscommon(Audit for 2017-Baird, Cotter & Bishop)		\$525.00
Ck #1014 AuSable River Center		\$300.00
Ck #1015 Grogreen		\$6,825.00
Ck #1016 Mark Walling		\$1,310.00
	Ending Balance	\$277,445.17

CORRESPONDENCE & PUBLIC COMMENT – Village clean up next Saturday everyone is welcome to join.

COMMITTEE REPORTS

Managers Report - No report. Ron to start his position May 1, 2018.

Façade Grant – McKee update the metal siding is going up and looks good. No word from Higgins Township on their sign yet. Historical Society grant was approved. A request for \$14,250 has been submitted by the CRAF center to replace sidewalks that are a hazard. This request does not fall within the façade grants because it is a governmental entity. Normally we could not do sidewalks for any entity but because it is a municipality we can do this at the discretion of the board. Motion by Roy Spangler second by Tim Legg for façade grant for \$14,250 for the CRAF center sidewalk repair. Motion approved.

Sidewalks and Streetscapes – There is a list of priorities, the Village is waiting to see what is going to be done with the ICE grant. Areas that will be dug up with the ICE grant will be replaced so they will want to wait and not replace those areas.

Website – When the Village changes over to their new site it is the intent to piggyback off the Village site and shut down the site we currently have.

Sawmill – Diane Love-Suvada provided an up-date. She had one new consult this month and 5 on-going client engagements. There was discussion regarding the DDA's continued support of the Sawmill so that financially the Sawmill would have some idea of where they are headed. Mike Walker suggested it would be beneficial to Diane Love-Suvada to have an idea if the DDA planned on continuing support after the 6 months as she works on a budget and plan for the Sawmill. Mike Walker said a lot of seeds have been planted and are germinating as a result of Diane and the work the Sawmill does. Mike Walker is looking at the corner drug store property and is pursuing grant funds for incubator money. Motion by Sue Jock to be the applicant for the USDA grant for the 801 Lake Street property grant written by the DDA. Second by Andrea Weiss. Motion approved.

Farm market- Nothing to report

Economic Development Coordinator – Spring clean-up this weekend. Work is currently being done on the master plan and zoning ordinance. In the future there will be a public survey for public input. The RRC committee will have a vacancy when Ron moves to the manager, and they are looking to place Lance Cherven on the committee. The committee is also working on branding.

Rising Tide - No updates. The committee will be on top of it as soon as we hear of a next round.

OLD BUSINESS

Lighthouse - At the last council meeting there were drawings with options for the walkway and they are looking for feedback. Tim O'Rourke will be contacted to come to the next DDA meeting with a proposal and some numbers so the DDA knows if this is going to happen this year. Tom O'Brien will give Tim a call to come with numbers to our next meeting.

Iron Bell Trail – A new engineering firm is taking over where North West design left off.

Parking Stripping - Once streets are swept Tom O'Brien will make a call and get this coordinated.

Graffiti in the Village – Tom O'Brien has not heard anything further.

Manager funding – Jim Anderson made a motion to fund the managers position at \$6,000 a year. Support by Tim Legg. There was considerable discussion including the suggestion to amend the motion so the \$6,000 could be utilized for services that support staff does for the DDA and administration duties. Motion approved.

Motion by Jim Anderson to table the saw mill funding until next month's meeting. Second by Mike Walker. All in favor. Motion approved.

NEW BUSINESS

DDA Annual Report – The annual report is complete, has been submitted to the State and will be published in the paper.

\$25,000 payment for new Village Hall - The DDA will do a presentation to the Village at next month's Village council meeting to present the \$25,000.

Ron Alden's Resignation - We have a vacancy for the DDA. It will be posted on the website and Facebook that we are looking for volunteer's willing to serve on the DDA.

NEMCOG grant opportunity - billboard - Motion by Sue Jock for a 25% match in the amount of \$1,250 second by Roy Spangler. Diane Love-Suvada will write a grant for the billboard and will be asking for half of the funds back from the Village. The billboard would run for four months June 1st – September 30th.

LIAISON REPORTS – Village nothing.

Meeting Adjourned at 10:18. Motion by Mike Walker. Support by Jim Anderson. All in favor.