



**CITY OF WAYLAND  
DOWNTOWN DEVELOPMENT AUTHORITY/  
MAIN STREET PROGRAM  
BOARD OF DIRECTORS**

**City Hall – Council Chambers  
103 S. Main Street  
January 15, 2015  
12:00PM**

Minutes:

**Call to Order** : 12:02pm

**Roll Call** : Chair Arny Rodriquez, Secretary Kim Kobish, Treasurer Jennifer Antel, Denise Behm, Karen Gregersen, Brad Buist, Vice Chair Ron House, Deb McGowan

**Members Absent** :

**Others Present** MSM Sara Najar, Amanda Alfred, Ryan Levett, City Manager Michael Selden

**Agenda Approval** : motion to approve Karen Gregersen, seconded by Denise Behm

**Public Hearing**: none

**Approval Minutes**: motion to approve Jennifer Antel, seconded by Karen Gregersen

**Minutes City Council** : Jennifer stated moving forward with grant for City Park and reapplying for Interurban Trail.

**Comments from Public**: none

**City Staff Communications**: Mike gave an update on traffic signal project. Grant applied for thorough CMAQ. Fund 100% grants except for engineering. This project should be 100% funded. Censored depending on flow of traffic. Set for 2016 funding if the other project for 2015 does not have funding we may move up to 2015. Asked if DDA needs anything done at time of project. Will know by our next meeting in February if it will be this year.

**Manager's Report**: Org. Committee working on Annual Volunteer Dinner March 18 Kim and Sara working on it. Will get the nomination form out. Brittany will be here. Looking for chair for Promotions Committee for Main Street Celebration. Phil from Wayland contacted Sara about Main Street Celebration. Design looking at ordering banners. Need to schedule work plan meeting with all committees should be in February or March. Cheri spoke with regarding invoicing Sara on payments. Update Architecture Grant will have check next week for Jayda Gale Distillery. ER is working on surveys and getting info out to work with Zingerman service.

**Financial Report**: will have info next month

**Committee Reports**: Denise updated on Art Hop and that Kim worked closely. Gave Kudos to Sara for last minute changes. Went well and had a great turnout. Thanked everyone for working on this.

Jennifer asked if Promotion if they are going to start meeting again. Need to set up a meeting.

## **Old Business: 12:1 Architectural Services Grant Application-129 S Main St-Aqua in Vino**

Arny passed out a drawing of how it will look like. Had us review the drawings. Will pour wine into bottles from the barrels that will be on the wall. Will be a buy and go but will have no seating. Will also have cheese/salami/crackers for sale.

Motion approved by Jennifer Antel and seconded by Ron House for \$4,059.00 for exterior fees  
Arny abstained motioned passed

## **12.2 Façade Grant Application-152 S Main St-Jayda Gale Distillery**

Design committee meeting in December and was still waiting for Amanda and Ryan to pick colors. They submitted final information the night prior to the most recent design meeting which was Tuesday(1/13) night Design meet and only 2 members were there and will hold a special meeting next Tuesday(1/20). DDA will have to hold a special meeting for Wednesday, January 21 at 12pm. Need more time to review the information they received. Sara, is going to send the documents to us

## **13. New Business**

### **13.1 Board Retreat Results – Tuesday, December 16, 2014 5:00-9:00 PM**

Arny -had to come up with a tag line and vision statement and passed out copies to everyone. was tabled tell next meeting. Was a motion by Jennifer and seconded by Kim. Jennifer read her mission statement and was emailed out to everyone to review

13.2 Annual Meeting/Volunteer Appreciation Dinner: Tentative Date - March 18, 2014  
was mentioned in Manager's Report

### **13.3 Election of Board Officers**

Chair- Dr. Ron House was nominated by Jennifer Antel and seconded by Denise Behm  
Vice Chair- Denise Behm was nominated by Kim Kobish and seconded by Jennifer Antel  
Treasurer-Jennifer Antel was nominated by Mayor and seconded by Ron House  
Secretary- Kim Kobish was nominated by Denise Behm and seconded by Deb McGowan

## **14. Comments from Board Members**

Brad-thank everyone and look forward to working with everyone  
Deb-Thanked Arny and welcomed Brett and congratulated all the nominees  
Karen-Welcome Brad  
Kim-Congratulated everyone, Thanked Arny, Welcome Brad  
Mayor-Annual Volunteer for City will be in March  
Arny-Thanked Everyone  
Jennifer-Welcomed Brad  
Denise-look forward to next year and welcomed Brad  
Sara-Thanked Arny for being chair and congratulate everyone

## **15. Adjournment 1:15pm**