

**Downtown Wayland**  
**City of Wayland**  
**Downtown Development Authority**  
**Main Street Program**  
**Board of Directors**  
**City Hall**  
**103 S Main St**  
**October 16, 2014**  
**Minutes**

Meeting was called to order at 12:05pm by Board Vice Chair Ron House.

**Attendees:**

Members present: Amanda Alfred, Denise Behm, Secretary Kim Kobish, Vice Chair Ron House, Karen Gregersen, Deb McGowan, Jennifer Antel

Members absent: Chair Arny Rodriguez, Mayor Tim Bala

Others Present: MSM Sara Najjar

**Agenda Approval:**

A **motion** by board member Jennifer Antel , **seconded** by board member Amanda Alfred to approve the Board agenda as presented; **motion approved unanimously.**

**Public Hearings:** none

**Approval of Minutes:** A **motion** by board member Karen Gregersen, **seconded** by board member Denise Behm to approve Minutes as presented; **motion approved unanimously.**

**Comments from Public:** none

**City Staff Communications:** none

**Manager's Report:** MSM stated ER is doing a jump start on the committee, Design chair joined the ER meeting on Wednesday. Vicki and Sara are updating the brochure, Fall Fun Fest is Oct. 25 from 4-8pm need volunteers, Design committee placed benches except for 2 due to construction. Org committee Brittany is going to attend the next organization meeting.

**Financial Report:**

**FY 2014-2015 Budget Amendment-** some committees dropped some of their projects  
**Present for DDA questions-Cheri Parrish, CPFS & Finance Director, Treasurer-**

-Jennifer, Arny, Mike and Sara met regarding the Rabbit River Trail

-Allocated \$15,000 to budget

Arny asked for budget to reflect 3 Arch Services, 2 façade grant, Jennifer mentioned about being consistent and not let budget go low

-A motion by Treasurer Jennifer Antel, seconded by board member Karen Gregersen that the budget \$100,000 façade grant for this year 2014

Roll call vote

Amanda-abstained

Karen-Yes

Deb-Yes

Kim-Yes

Jennifer-Yes

Ron-Yes

Denise- Yes

The motion passed

-Amended budget will go to city council motion made by Treasurer Jennifer Antel and seconded by Karen Gregersen and passed unanimously

**Old Business:**

Façade grant/arch tech Sara to work with Debra and committee to update program in the coming months.

**New Business:**

-211 W. Superior St. Architectural Services Grant was approved by Design Committee  
Need clarification and to meet with Arny as need a quote.

A motion by Jennifer Antel and seconded by Karen Gregersen to table the cost for exterior only and quote. Sara will meet with Arny

-Board Retreat Training- Sara proposed Tuesday, December 9<sup>th</sup> board requested it be moved to Tuesday, December 16. Sara will check date and let us know

-Snow Removal Bid- budgeted for \$32.50 hour got one bid back for \$36.00 hour and will go back with \$38 negotiate. A motion by Jennifer Antel and seconded by Amanda Alfred for a maximum of \$38 an hour for snow removal for two years.

**Comments from Board Members:**

Denise-none

Ron-none

Jen-none

Karen-none

Kim-none

Amanda- concerns about the façade grant

Adjourned at 12:45pm

Next meeting Thursday, November 20 at 12pm