



CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM
BOARD OF DIRECTORS
City Council Chambers – 103 S. Main Street
October 20, 2016

Minutes

Call to Order - 12:04pm

Roll Call

Members Present: Chair Dr. Ron House, Vice Chair Kelle Tobolic, Secretary Karen Gregerson, Treasurer Brad Buist, Brian Sweebe, Jennifer Antel

Members Absent: Mayor Tim Bala

Others Present: City Manager Tim McClean, AmeriCorp Vista Member Julia Bouwkamp

Agenda Approval

A motion by Jennifer Antel, seconded by Kelle Tobolic to approve as is: motion approved unanimously.

Approval of Minutes

Regular Meeting Minutes of September 15th, 2016 – A motion by Jennifer Antel, seconded by Brad Buist to approve regular meeting minutes from September 15th, 2016: motion passed unanimously

City Staff Communications

City Manager Tim McClean also discussed the inter-urban trail and the meeting he attended in Lansing with Jennifer Antel and others.

Director's Report

MSD Miller will be back next week.

Financial Report

Treasurer Brad Buist said they would have more tax information next month. He also mentioned that Golm's building is nearing completion.

Committee Reports

Brad said ER discussed the billboard.

Jennifer said Promo has changed their meeting days to the fourth Thursday of the month. Jennifer and Kelle received clarification from MSD Miller that work plans are good through 2017.

Mission Statement:

By strengthening connections and communications between government, businesses, and community members, volunteers work to improve infrastructure and aesthetics of the district, facilitate the revitalization or reclamation of historic downtown buildings while fostering and promoting a successful business environment within the City.

Kelle said Design just had six new bench plaques placed and are still working on sign guidelines with the city.

Karen said Org discussed the surveys from Main Street Celebration and also talked about the car show.

Old Business

Downtown Ambassador/Snow Removal – City Manager Tim McClean said there had been four applicants as of this morning for the Ambassador and that they are looking to do interviews next Friday.

A **motion** was made by Ron House and seconded by Karen Gregersen to interview for position with the City Manager, Cole Lutz, Ingrid Miller if available and Kelle Tobolic if needed. Motion passed unanimously.

A **motion** was made by Ron House and seconded by Karen Gregersen to table the bids for snow removal. Motion passed unanimously.

New Business

Work Plans – Good through next year

National Register of Historic Places Application – CC Resolution of Support – Kelle briefly went over the application and the advantages associated with this designation if chosen. Julia said that Ingrid will have more information when she comes back.

Volunteer Appreciation Dinner – We will reach out to Rick Mathis.

Board Retreat - Looking to do possibly a Tuesday night in December.

Quarterly Training – December 5th & 6th – Ingrid and Julia will be attending along with Kelle Tobolic, Jennifer Antel, Norm Taylor. Brian Sweebe is considering.

Comments from Board Members

Jennifer asked if we could possibly host in January instead.

Ron told Julia how much he appreciated her help for the ambassador/snow removal postings.

Being no further business, Chair House declared the meeting adjourned at 12:44PM.

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