



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

**City Council Chambers – 103 S. Main Street
February 18, 2016, 12:00PM**

MINUTES

Chair Dr. Ron House called the meeting to order at 12:02pm.

Roll Call

Members Present: Chair Dr. Ron House, Secretary Karen Gregersen, Treasurer Jennifer Antel, Mayor Tim Bala, Brad Buist, Deb McGowan, Kelle Tobolic

Others Present: MSD Ingrid Miller, City Manager Tim McLean

Agenda Approval

A **motion** by Jennifer Antel, **seconded** by to approve the meeting agenda of February 18, 2016 as presented; **motion approved unanimously.**

Approval of Minutes

A **motion** by Treasurer Jennifer Antel, **seconded** by Ron House was made to approve Regular Meeting Minutes for January 21, 2016 and Special Meeting for February 11, 2016 as presented; **motion approved unanimously.**

Comments from the Public (*None*)

City Staff Communications (*None*)

Director's Report

MSD Miller updated Board that there are many projects on the table and exciting plans for the year ahead; the new façade grant is nearly ready for review and approval; two new design services are underway with the State; there are more business/building inquiries than ever; things in general are picking-up steam.

Financial Report

DDA Register February 2016: A **motion** by Jennifer Antel, **seconded** by Karen Gregersen was made to appoint Brad Buist as the new Board Treasurer; **motion approved unanimously.**

Committee Reports

Organization: Karen Gregersen informed Board that committee had not yet met for the month.

Design: Kelle Tobolic informed Board that 117 and 104 S. Main Street are undergoing Design Services from the State; bench plaque program has been revamped, plaques will cost \$100 to sponsor with a guaranteed 5 year placement – longer if there is low demand; she and MSD Miller are working with United Bank on financing options for new façade grant.

Economic Restructuring: Bruce Patrick has stepped down from Board to focus on his brewery opening; the next WERC program is March 15 and will focus on getting buildings ready to sell or lease in the downtown area.

Promotion: Jennifer Antel updated Board on progress of Main Street Celebration planning.

Old Business *(None)*

New Business

Michigan Main Street Center Master Level Agreement: A **motion** by Treasurer Jennifer Antel, **seconded** by Kelle Tobolic was made to enter Master Level Agreement with Michigan Main Street Center; **motion approved unanimously.**

Dreamride Parking Lot Purchase Access Agreement: MSD Miller introduced an offer from seller to pay \$5 (five dollars) a spot monthly for the use of parking spots for outdoor seating and drive thru area. A **motion** by Treasurer Jennifer Antel, **seconded** by Deb McGowan was made to offer seller access license fee in the amount of \$25 (twenty-five dollars) a spot monthly for use of parking for outdoor seating and drive thru area; **motion approved unanimously.**

Porous Pave sample application: A **motion** by Karen Gregersen **seconded** by Ron House was made to allow a sample application of porous pave in the tree bed in front of 152 S. Main Street; **motion approved unanimously.**

Comments from Board Members

Jennifer Antel commented that things are really starting to come together and congratulations to MSD Miller for keeping program and Board moving forward.

Being no further business, Chair Dr Ron House declared the meeting adjourned at 12:46pm.