



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

**City Hall – Council Chambers
103 S. Main Street
March 19, 2015
12:00PM
Minutes**

Chair Dr. Ron House called the meeting to order at 12:00pm.

Roll Call

Members Present: Mayor Tim Bala, Chair Ron House, Secretary Karen Gregersen, Vice-Chair Denise Behm, Deb McGowan, Brad Buist

Members Absent: Arny Rodriguez, Treasurer Jennifer Antel

Agenda Approval

A **motion** by Vice Chair Denise Behm, **seconded** by Secretary Karen Gregersen to approve the meeting agenda for March 19, 2015 as presented; **motion approved unanimously.**

Public Hearings *(None scheduled)*

Approval of Minutes

A **motion** by board Secretary Karen Gregersen, **seconded** by board member Brad Buist to approve the regular meeting minutes of February 19, 2015 as presented; **motion approved unanimously.**

A **motion** by board Vice Chair Denise Behm, **seconded** by board member Brad Buist to approve the special meeting minutes of March 5, 2015 as presented; **motion approved unanimously.**

Other Minutes for Review

By consensus, the board accepted the following meeting minutes into record:

- City Council Regular Meetings of January 19, 2015
- City Council Regular Meetings of February 2, 2015

Comments from the Public *(None)*

City Staff Communications *(None)*

Manager's Report *(None)*

Financial Report

Chair Dr. Ron House reported that there are dead trees in the Downtown area that are under warranty and will be replaced by Honeytree Nursery. He also stated that the LED lights in front of Hotel are out and replacement will come out of DDA funds. The board discussed the need for proposed budgets for committees.

Committee Reports

Economic Restructuring: Brad reported that Zingerman's training is April 16th and the ER Committee would like to revisit the Master Façade Program.

Organization: Karen reported that the Org Committee is meeting on the March 30th.

Promotion: Chair Dr. Ron House reported that the Main Street Celebration is looking for the third band. Devin is free band. The band Wayland is headlining. Vice Chair Denise Behm is going to check with the Bronk Brothers and Brenna and Deb McGowan is going to contact Nick Caster.

Old Business

Chair Dr. Ron house stated that the annual volunteer dinner has been cancelled two or three times; we need to communicate with volunteers. The Board decided to table the appreciation dinner and let the Org committee reschedule.

New Business

Board Officer Election: Secretary: (Tabled)

Review Director Resume submissions: Board reviewed with City Manager Mike Selden and would like to interview Amy, Denise, Ingrid, and Megan. Mike discussed second interviews to see how candidate interacts with the Board.

Facade Grant Application: Secretary Karen Gregersen and Deb McGowan requested 129 S. Main Street to be sent back to Design Committee for a better breakdown of façade for review of eligible funds. Roof was discussed.

Work Planning Session: (Tabled)

Market Study Update Awarded to ER Committee: Jay Schlinsog from Downtown Professionals Network (DPN) initial visit Wednesday, April 22nd from 11am-2pm.

COMMENTS FROM BOARD MEMBERS (None)

Being no further business, Chair Dr Ron House declared the meeting adjourned at 1:24pm.