



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

**City Hall – Council Chambers
103 S. Main Street
March 20, 2014
12:00PM**

Minutes

Chair Army Rodriguez called the meeting to order at 12:05PM.

ROLL CALL

Members Present: Mayor Tim Bala, Chair Army Rodriguez, Vice Chair Ron House, Treasurer Jennifer Antel, Secretary Kim Kobish, Denise Behm, Karen Gregersen, Deb McGowan, and Esther Saunders.

Members Absent: none

Others Present: Ron Kobish

AGENDA APPROVAL

A **motion** board member Karen Gregersen, and **seconded** by Treasurer Jennifer Antel to approve the meeting agenda as presented; **motion approved unanimously.**

PUBLIC HEARINGS *(None)*

APPROVAL OF MINUTES

A **motion** Treasurer Jennifer Antel, and **seconded** by board member Karen Gregersen to approve the regular meeting minutes of February 20, 2014 as presented: **motion approved unanimously.**

OTHER MINUTES FOR REVIEW

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

- City Council Regular Meetings of January 20 and February 3, 2014
- Planning Commission Regular Meeting of January 14, 2014

COMMENTS FROM THE PUBLIC *(None)*

CITY STAFF COMMUNICATIONS *(None)*

MANAGER'S REPORT

National Main Street Conference (May 18-21): MSM Zylstra reported that she had four people signed up and registered at the Early-Bird rate for the NMSC. She also added that attendance for Sunday, May 19 is free. One of the four registered will be free.

MHPN – Report Update: MSM Zylstra reported that she received the results of the Community Assessment that we had been selected for by the Michigan Historic Preservation Network. She will work with the Design Committee to incorporate the recommendations into future work plans. MSM will send out a copy to the board following the meeting.

FINANCIAL REPORT

MSM reported that the Budget Amendments for FY 2013-2014 went to City Council and were approved. She reported that she is working with the committees on work plan budgets and the board will see a recommendation for the FY 2014-2015 budget at the April meeting.

Board member Jennifer Antel reported that the grant application for trail was adopted by City Council with matching funds from DDA funds, City Park and Dora Weaver. She reminded the DDA that this was in our Master Plan update to contribute to a trail head at W. Superior. Matching funds will be for engineering costs.

COMMITTEE REPORTS

Promotion: Vice Chair Dr. Ron House reported the bands are all lined up for the Main Street Celebration. He also stated that the committee is working with St. Therese on a possible beer tent. Finally, he reported that we are working with New Life Community church to host a glow in the dark 5K run/walk on Friday night, July 18th.

OLD BUSINESS

Wightman & Associates, Inc. DDA Master Plan Updates

MSM Zylstra stated will be a public hearing on Monday, April 7 during the City Council meeting. She asked that DDA board attend.

NEW BUSINESS

FY 2014-2015 Work Plans: MSM Zylstra presented the project list and estimated budget for the 2014-2015 work plans the committees are working on. She pointed out that the Design Committee will be pursuing grant opportunities to help cover costs of the mural project.

COMMENTS FROM BOARD MEMBERS

Karen asked about the progress with the distillery. MSM Zylstra said doing the new property owners are working on cleaning up the building, working with an engineer on the structural layout, and applying for their liquor license.

Denise asked when Wing Kingz (next to Bentley's) will be opening. Their website is www.wingkingz.com

Esther asked about the status on the new City Stage. Mayor said stage was ordered and will take six to eight weeks to arrive. He also stated that they City will not sell the old stage until the new one arrives.

Jennifer stated that she was going over to the distillery for a tour after the meeting and everyone was welcome to come along.

Being no further business, Chair Army Rodriguez declared the meeting adjourned at 12:27