



CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM

BOARD OF DIRECTORS
United Bank of Michigan 1131 W. Superior St.
September 17, 2015, 12:00PM

MINUTES

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

Roll Call

Members Present:, Chair Dr. Ron House , Vice-Chair Denise Behm , Treasurer Jennifer Antel, Secretary Karen Gregersen , Brad Buist, Arny Rodriguez

Members Absent: Mayor Tim Bala, Deb McGowan

Others Present: MSD Ingrid Miller

Agenda Approval

A **motion** by Treasurer Jennifer Antel, **seconded** by Secretary Karen Gregersen to approve the meeting agenda for September 17, 2015 as presented; **motion approved unanimously.**

Approval of Minutes

A **motion** by Secretary Karen Gregersen, **seconded** by Treasurer Jennifer Antel was made to approve Regular Meeting Minutes for August 20, 2015 as presented; **motion approved unanimously.**

Other Minutes for Review

Board acknowledged receipt of City Council Regular Meetings of August 3, and August 17, 2015.

Comments from the Public *(None)*

City Staff Communications *(None)*

Director's Report

DDA/Main Street Director Miller (MSD Miller) updated Board that Jen Antel is the new Promo Committee Chair; this year's board retreat will take place on Monday, October 12th and will focus on fund development, everyone is encouraged to attend; Joe's Way name changed to Your Way and he has received the application for a sign grant; bids are open for downtown sidewalk snow plow; all Board members are invited to meet with Ingrid one-on-one.

Financial Report

Treasurer Jen Antel informed Board presented amendments for FY 15-16 budget. A **motion** by Vice-Chair Denise Behm, **seconded** by Treasurer Jennifer Antel was made to approve FY 15-16 budget amendments; **motion approved unanimously.**

Old Business

Parking Lot Study: MSD Miller informed Board that the final report is not back yet.

New Business

129 S. Main Street Sign Grant Application: MSD Miller presented the sign grant application for 129 S. Main Street along with approval letter from the Wayland Main Street Design Committee. A **motion** by Denise Behm, **seconded** by Brad Buist was made to approval the sign grant application for 129 S. Main Street, not to exceed \$750 ; Army Rodriguez abstained, **motion approved unanimously.**

Design Committee Downtown Recommendations: A **motion** by Jen Antel, **seconded** by Army Rodriguez was made to approve Wayland Main Street Design Committee' s recommendations to change the spacing of the hanging flowers downtown; **motion approved unanimously.**

Fall Fun Fest Beverage Garden: MSD Miller presented DDA with special license for consumption on the premises application to sell alcohol at Fall Fun Fest. Profits from liquor sales will go towards the cost of putting on the event. A **motion** by Jen Antel, **seconded** by Army Rodriguez was made to approve the application for sale of alcohol at Fall Fun Fest as long as only local craft beer and wine were sold; the product may not currently be available at any Wayland bar/restaurant; all ages shall be allowed in beverage area; non-alcoholic beverages shall be available for purchase, water shall be available for free; **motion approved unanimously.**

Applied Imaging Copier/Printer/Scanner/Fax: MSD Miller presented Board with a three year contract for a Main Street office copier/printer/scanner/fax. A **motion** by Denise Behm, **seconded** by Jen Antel was made to approve three year contract with Applied Imaging; **motion approved unanimously.**

Comments from Board Members

Army Rodriguez updated Board on progress of 129 S. Main Street and share excitement of both S. Main buildings nearing completion.

Denise Behm is looking forward to Acqua in Vino opening next month.

Jen Antel informed Board that the Michigan Main Street quarterly training in Hart was very beneficial and that she learned a lot about historic preservation and retail events.

Being no further business, Chair Dr Ron House declared the meeting adjourned at 1:00pm.