

**MINUTES
CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY
THURSDAY, January 15, 2009**

Chairman Salisbury called the meeting to order at 7:03 p.m.

ROLL CALL:

Members Present: Chairman Mike Salisbury, Monte Listopad, Mayor Tim Bala, Joe Hamilton, Stuart Isenhoff, Diane Smith, Clare Vilenski, Mary Jo Curran, Ron House

Others Present: Bruce Patrick, Mike Oezer, City Manager Terry Hofmeyer, City Clerk Michelle Herman,

CONSIDERATION OF MINUTES:

Diane Smith made a motion to approve the minutes of the meeting of November 20, 2008, November 25, 2008 and December 22, 2008. Joe Hamilton seconded the motion.

All ayes. Motion passed.

OLD BUSINESS:

A) Snowplowing Bid Review.

Ron House made a motion to reject the snow plowing bid of Oetman Excavating 12/22/2008 proposal. Stuart Isenhoff seconded the motion.

All Ayes.

Further Discussion: Mike Salisbury had a request from the City's DPW to remove large snow piles from parking lots.

The DDA Director has three bids due to this request as follows:

1. Oetman Excavating estimated \$ 5,000 plus or minus.
2. B & R Excavating \$4,850
3. Dave's Dozing \$2,800

Vilenski asked the cost of any additional service if requested by DPW? Mayor Bala wanted to confirm this was a "one-time" contract.

Joe Hamilton made a motion to contract with Dave's Dozers to remove the large snow piles from the parking lots. Diane Smith seconded the motion.

All Ayes.

B) DDA Director – Update.

DDA took no action at this time. The committee reviewed Deb Nier's 11-26/2008 letter. The Chairman suggested this item be dropped for now, pending work on 2009-2010 Budget. Perhaps a joint meeting with Council may be in order to be on common ground for 2009/2010.

A motion by Isenhoff, seconded by Listopad to table any action for DDA Director at this time. All Ayes.

C) Joint Meeting with Council – Discussion.

A brief discussion regarding a possible joint meeting with Council.

D) Legal Council for DDA.

Diane Smith made the motion to table the decision regarding legal advisor at this time and meet with the City Council on this item as well. Ron House seconded the motion.

Yes: House, Smith, Isenhoff, Bala, Salisbury

No: Listopad, Hamilton, Vilenski

Yes: 5 No: 3 Passed.

E) Appoint Treasurer.

Chairman Salisbury met with Bhama Cairns – Finance Director for the City of Wayland, with the goal to establish a contact person with the DDA Committee and the City. It was determined the DDA treasurer will be the contact person with the City Finance Director with questions regarding the financial reports received from City Hall.

Nominations:

Motion by Member Isenhoff, seconded by Member Hamilton to nominate Clare Vilenski as the DDA Treasurer.

Motion by Member Salisbury, seconded by Member Smith to nominate Monte Listopad as the DDA Treasurer.

Vote/Roll Call:

Vilenski	Yes: 4	No 5
Listopad	Yes 7	No 2 - Listopad Accepted

NEW BUSINESS: NONE

COMMENTS FROM THE PUBLIC:

Bruce Patrick reminded everyone about several upcoming meetings and events. GH MISHA Seminar in Grand Haven (Mike has the information), the Intergovernmental Meeting at Wayland Township Hall January 26, 2009 at 6:30.

Mr. Patrick also asked why the Christmas banners were still up in the downtown.

COMMENTS FROM STAFF:

Mike Oezer updated the DDA members regarding the West Superior Street Project. Mike indicated everything was still on track the April 3rd, 2009 bid cycle with the State of Michigan. Mike inquired who would be the point persons from the DDA.

Daniel Veldhuizen, CPA representing Siegfried Crandall was asked to present financial information to the DDA at this meeting as directed by City Manager Deb Nier. Mr. Veldhuizen reviewed the amount of funds collected for each line item from tax capture. Mr. Veldhuizen went on to review accounting requirement for the Bond Project.

COMMENTS FROM THE MEMBERS:

Joe Hamilton reminded everyone; the DDA By-Laws have never been adopted or approved by the City Council.

Mike Salisbury, Clare Vilenski, Monte Listopad and Joe Hamilton will work on budget for the next budget year.

ADJOURNMENT:

Motion to Adjourn by Mike Salisbury, with a second by Diane Smith

Chairman Salisbury adjourned the meeting at 9:15 p.m.

Respectfully submitted,

Michelle Herman, City Clerk

End of Minutes 1-15-2009