

MINUTES OF A REGULAR MEETING OF  
THE MILAN MAIN STREET/DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
HELD ON TUESDAY, OCTOBER 16, 2017, AT 5:30 P.M. IN THE CONFERENCE ROOM OF MILAN CITY HALL.  
147 WABASH ST., MILAN, MI 48160

The meeting was called to order at 5:31 P.M. by Chair Doug Strader.

**MEMBERS PRESENT:** Michael Armitage, Sal Calabrese, Jade Smith, Dave Snyder, Doug Strader and Ryan Wilman. Executive Director Jill Tewsley was also present.

**ABSENT:** Barbara Gardinier (exc), Robert Miller (exc), Carrie Ritchie (exc), Ryan Royal (exc)

**APPROVAL OF AGENDA:** for October 16, 2017. Moved by Snyder, seconded by Wilman. Approved unanimously.

**APPROVAL OF MINUTES:**

Minutes for August 17, 2017, were presented for approval. Moved by Calabrese, seconded by Wilman, that the minutes be approved. Passed unanimously.

**RECEIVED AND FILED:**

1. Monthly Main Street Report to Michigan Main Street (in packet)
2. MMS/DDA Fund Balance (in packet)
3. MMS/DDA Income YTD (in packet)
4. Milan Main Street proposal to present at National Main Street Conference in KC (accepted)
5. In the news—Faces of Milan featured in Monroe Evening News (in packet)
6. Crooked Tree Play Festival recap (in packet)
7. CTAP Grant (second payment received). Next application due in April.
8. NAR Alley Activation Grant (application submitted)

It was moved by Snyder, seconded by Wilman, that the items above be received and filed. Passed unanimously.

**OLD BUSINESS:**

1. Dumpster Corrals: There was status report on the installation of dumpster corrals. The parts for the corrals were delivered damaged and were returned for new materials. Installation is to occur when the new materials arrive and weather allows.

**NEW BUSINESS DISCUSSION:**

1. Storefront Signage Review: Signage proposals for Hamden Law and Northern Chicks were received. It was moved by Smith, seconded by Calabrese that they both be forwarded to the Building Department for approval. Passed unanimously.
2. Signage at Watchtower Comics was discussed. There is a need for a better signage solution. Jill will discuss with the owner.
3. Small Business Saturday: Planning is underway by ED Tewsley and interested volunteers. Several popups will occur and there will be marketing to draw people downtown to participate in sales at several stores.

4. Social Media Policy: The City Policy was presented. It was moved by Armitage, seconded by Wilman, that the City of Milan policy apply to management of the MMS/DDA social media as well. Approved unanimously.
5. Trick or Treat: Volunteers are needed to hand out bracelets for Downtown Trick or Treat.

**VISITOR COMMENTS:** None

**ADJOURNMENT:** Motion by Smith, seconded by Wilman, to adjourn meeting at 6:13 PM. Motion carried unanimously.

Next regularly scheduled meeting is Monday, November 20, 2017, at 5:30 PM.

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Doug Strader, Chair

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David W. Snyder, Secretary