

MINUTES OF A SPECIAL MEETING OF  
THE MILAN MAIN STREET/DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
HELD ON TUESDAY, SEPTEMBER 12, 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:** Sal Calabrese, Barbara Gardinier, Robert Miller, Carrie Ritchie, Dave Snyder, Doug Strader and Ryan Wilman. Executive Director Jill Tewsley was also present.

**ABSENT:** Michael Armitage (exc), Ryan Royal (exc), Jade Smith (exc)

**APPROVAL OF AGENDA:** for September 12, 2017. Moved by Ritchie, seconded by Calabrese. Approved unanimously.

**APPROVAL OF MINUTES:**

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

**NEW BUSINESS DISCUSSION:**

1. Joint MMS Position with Chamber of Commerce: As directed at the prior meeting, a report was presented proposing a job description for a part-time Administrator Position shared by Milan Main Street and the Milan Chamber of Commerce. The following details were added during the discussion.
  - a. The Chamber will contribute \$10,000 toward the position.
  - b. Milan Main Street will contribute \$6000 toward the position.
  - c. The salaried position will carry an expectation of roughly 18 hours per week (combined).
  - d. The Chamber had previously adopted the job description and approved the hire.
  - e. See job description for further details.
2. It was moved by Snyder, seconded by Calabrese that the Job Description with the clarifications above be adopted as an outline and that a Milan Main Street annual contribution of \$6000 be approved, prorated for the remainder of the fiscal year. Approved unanimously.
3. It was moved by Wilman, seconded by Gardinier, that Kim Rhoney be hired for this position. Approved unanimously.

**VISITOR COMMENTS:** None

**ADJOURNMENT:** Motion by Ritchie, seconded by Gardinier, to adjourn meeting at 6:00 PM. Motion carried unanimously.

Next regularly scheduled meeting is Monday, October 16, 2017, at 5:30 PM.

---

Doug Strader, Chair

---

David W. Snyder, Secretary