



CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM
BOARD OF DIRECTORS
City Council Chamber – 103 Main St
January 18, 2018 12:00pm

MINUTES

Chair Kelle Tobolic called the meeting to order at 12:02 pm.

Roll Call

Members Present: Chair Kelle Tobolic , , Mayor Tim Bala, Secretary Chase Johnson, Brian Sweebe, Treasurer Brad Buist

Members Absent:, Jason Hancock, Vice-Chair Jennifer Antel, Robin Beckwith, excused

Others Present: MSD Ingrid Miller

Agenda Approval

A **motion** by Brian Sweebe, **seconded** by Brad Buist, to approve the meeting agenda of January 18, 2018 with the removal of 14.2 Work Plan Approval; **motion approved unanimously.**

Approval of Minutes

A **motion** by Chase Johnson, **seconded** by Brian Sweebe was made approve Regular Meeting Minutes for December 19, 2017; **motion approved unanimously.**

Comments from the Public *(None)*

City Staff Communications *(None)*

Director's Report

MSD Miller updated the Board on several items; Welcome new board member Robin Beckwith – Received \$15,000 form MEDC for 3 projects in Wayland, porous pave, parking signage, and park kiosk with DDA information and map – MSD Miller participated in a development meeting for a new crowd funding tool for Michigan Main Street, Wayland will likely be a pilot for this program – MSD will be presenting a MSDDA year-end review to City Council on February 19 – We have started our annual fund development, all board members are encouraged to participate – Auditors Sigfried Crandall have reconciled prior year adjustments that may result in more funds being restored to the DDA – Preservation consultant, Jessica Flores, would like to have a community outreach meeting to gather feedback in a national register historic district – MEDC Blight Elimination Grant Update, waiting on Section 106 Review response before moving on to environmental review, New LOI signed with three month

extension, until May 2018 – Upcoming dates: February 16th Volunteer Appreciation Dinner at Jayda Gale
– 2018 Chamber Kick-Off February 23rd – March 13 – First of PFG Small Business breakfasts – March 26-
29 National Conference

Financial Report

Treasurer Brad Buist updates us on our financial standing. We are looking good right now. DPW line item has increased but was set low at the beginning of the year. Amendments are available in upcoming meetings to make adjustments as needed.

Committee Reports

Design – work plans

Promo –Meeting next week

Org (Social Media) – work plans

ER – meeting Jan 18

Board Development

Strategic Plan Overview – Review plan and the importance of data collection

Old Business (None)

New Business

14.1 Election of Board Officers:

Chair- Kelle Tobolic was nominated by Brad Buist, **approved unanimously.**

Vice Chair- Jennifer Antel was nominated by Chase Johnson, **approved unanimously.**

Treasurer-Brad Buist was nominated by Kelle Tobolic. **approved unanimously.**

Secretary- Chase Johnson was nominated by Brian Sweebe, **approved unanimously.**

Comments from the Board

Brad – Glad to see Jayda Gale opening soon

Being no further business, Chair Kelle Tobolic declared the meeting adjourned at 12:27 PM.