



CITY OF WAYLAND  
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM  
BOARD OF DIRECTORS  
City Council Chamber – 103 S Main  
April 27, 2017, 12:00PM

MINUTES

Chair Kelle Tobolic called the meeting to order at 12:01 pm.

**Roll Call**

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

Members Absent: Dr. Ron House, Karen Gregersen excused

Others Present: MSD Ingrid Miller, AmeriCorps VISTA Julia Bouwkamp

**Agenda Approval**

A **motion** by Jennifer Antel, **seconded** by Brian Sweebe, to approve the meeting agenda of April 27, 2017 as presented; **motion approved unanimously**.

**Approval of Minutes**

A **motion** by Chase Johnson, **seconded** by Jennifer Antel was made to approve Regular Meeting Minutes for March 16, 2017 as presented; **motion approved unanimously**.

**Comments from the Public** *(None)*

**City Staff Communications**

City Manager Tim McLean noted that the city submitted its Redevelopment Ready plan. Cole Lutz indicated that they are searching for a part time employee for the summer.

**Director's Report**

MSD Miller updated the Board on several items. ITC Rain Garden project is progressing, need to address snow will now be placed. Julia Bouwkamp attended the Rural conference on behalf of the DDA, and will be attending the National Conference as well. Entrepreneur group met with Start Garden and Michigan Women's Foundation and began finding resources for building their businesses. Miller attended a 5x5 Start Garden in Grand Rapids. USDA Rural Development Grant will be sought next year. To date there has been \$19,000 in sponsorships pledged and invoicing began.

**Financial Report**

Treasurer Brad Buist informed the board that we are under budget as of today. We are working diligently to add sponsors and collect money.

### Committee Reports

Organization: Reviewed work plans.

Promotion: Entertainment is set for MSC. A 1 mile run will be held by the high school cross country team. The Artist Market is developing.

Economic Restructuring: New this year to MSC, there will be a BBQ competition next to the new rain garden.

Design: Work Plans reviewed. Flower planting will take place May 24<sup>th</sup> at 3pm.

### Work Plan Updates

Will be reviewed and approved today by DDA Board.

### Old Business *(None)*

### New Business

Amended Budget FY 16-17: Removed by Chair Kelle Tobolic

Work Plans & Evaluation Chart: Work plans for each committee were reviewed by the board.

A **motion** by Jennifer Antel, **seconded** by Brian Sweebe, was made to approve the updated work plans; **motion approved unanimously.**

### Comments from the Board

Jennifer Antel reminded everyone of the upcoming bond proposal vote on May 2<sup>nd</sup>.

DDA Director Miller noted that we are updating the quote for the paving of the parking lot near Bruce Sexton's building.

Being no further business, Chair Kelle Tobolic declared the meeting adjourned at 12:53PM.