



CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM
BOARD OF DIRECTORS
City Council Chamber – 103 S Main
July 20, 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, Secretary Chase Johnson, Karen Gregersen

Members Absent: Dr. Ron House & Brian Sweebe, excused

Others Present: MSD Ingrid Miller

Agenda Approval

A **motion** by Karen Gregersen, **seconded** by Chase Johnson, to approve the meeting agenda of July 20, 2017; **motion approved unanimously.**

Approval of Minutes

A **motion** by Karen Gregersen, **seconded** by Brad Buist, was made to approve Regular Meeting Minutes for June 15, 2017; **motion approved unanimously.**

Comments from the Public (*None*)

City Staff Communications

City Manager Tim McLean thanked the board for a job well done with Main Street Celebration.

Director's Report

MSD Miller updated the Board on several items. Main Street Celebration was a huge success. Rain garden project coming along. AmeriCorps VISTA intern Julia Bouwkamp's last day is August 21. Open Road Brewery façade transformation started. Sally Bailey plans to start façade improvements August 21. The new owners of Smith's Lumber property are excited to partner with the city upon opening. New Life church will be having a coffee café and space for community groups to meet. We have been asked to attend the MEDC Michigan Main Street Small Biz Initiative meeting July 25 in Lansing. National Main Street Center is putting together 11 case studies from across the US. Wayland has been chosen as one of the 11. We are moving forward with MEDC application for 106 W Superior. MSD Miller would like the DDA to consider awarding more percentages to existing façade applicant should the funds be available after the audit. To date, \$25,000 confirmed pledges and \$23,125 collected as of 7/18/17. Board retreat coming September 20.

Movies on Main Street starts Aug 3. Strategy Implementation and work plan development 10/20/17. Fall Fun Fest 10/28/17.

Financial Report

Treasurer Brad Buist updated the committee on financials. Looking good overall, still waiting for tax capture deposit. Deficit elimination plan was again, not approved by the state. We are not clear as to what the state would like to see. In September we will have our auditors here and will look to guidance from them.

Committee Reports

Organization: Volunteer orientation

Promotion: Main Street Celebration round up

Economic Restructuring: Didn't meet

Design: Didn't meet

Work Plan Updates

Ongoing in all areas

Old Business *(None)*

New Business

AmeriCorps VISTA Presentation: Inter Julia Bouwkamp presented on what she has been helping us accomplish in her time here in Wayland. Julia has been focusing on fixing the perception of the DDA and Main Street program, steering away from an "event organization" to a business development organization. She has also helped to fix the communication of Mainstreet/DDA to better reflect what we do by creating better content to share.

Bruce Sexton Parking Lot Patching: A **motion** by Jenn Antel, **seconded** by Chase Johnson, was made to approve the patching of Bruce Sexton's parking lot at a maximum of \$600 and withholding the DDA's normal monthly rent for 3 months. During this time we will negotiate a written lease between Bruce Sexton and the DDA; **motion approved unanimously.**

Comments from the Board

Brad Buist – Thank you to Julia for all the work she has done.

Karen Gregerson - Thank you to Julia for all the work she has done, and Brad for his work on the budget.

Tim Bala – Thank you to Julia for all the work she has done & hopes to work with Brad and the state to complete the budget issue.

Kellie Tobolic - Thank you to Julia for all the work she has done, amazing job.

Jenn Antel - Thank you to Julia for all the work she has done. Thank you notes for MSC are ready to sign if anyone wants to help. MSC suggestions, let us know.

Chase Johnson - Thank you to Julia for all the work she has done

Tim McLean - Thank you to Julia for all the work she has done

Being no further business, Chair Kelle Tobolic declared the meeting adjourned at 12:57 PM.