



CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM
BOARD OF DIRECTORS
City Council Chamber – 103 S Main
September 21, 2017, 12:00PM

MINUTES

Chair Kelle Tobolic called the meeting to order at 12:00 pm.

Roll Call

Members Present: Chair Kelle Tobolic , Brian Sweebe, Secretary Chase Johnson, Dr. Ron House

Members Absent: Mayor Bala, Vice-Chair Jennifer Antel, & Karen Gergersen, excused

Others Present: MSD Ingrid Miller

Agenda Approval

A **motion** by Chase Johnson, **seconded** by Brian Sweebe, to approve the meeting agenda of September 21, 2017; **motion approved unanimously**.

Approval of Minutes

A **motion** by Brian Sweebe, **seconded** by Chase Johnson, was made to amend and approve Regular Meeting Minutes for August 17, 2017, showing Dr. Ron House in attendance; **motion approved unanimously**.

Comments from the Public *(None)*

City Staff Communications *(None)*

Director's Report

MSD Miller updated the Board on several items. Karen Gregersen has resigned from the DDA because of other obligations. Recap training from Public Spaces, Cultivating Place training. Michigan Main Street Photo Contest. Preservation Forward Consultant Jessica Flores. Allegan United Way Day of Caring 10.5.17. AmeriCorps VIST update. Open Road Brewery Façade almost complete. 118 W Superior façade rehab started. WERC touring Retro Room and Jayda Gale distillery. MEDC project funding \$14,000. New business V. Marie Clothing Co. New volunteers; Mickey Bittner, Theresa Fulk, Pat Velie, Natalie Garcia, Ian Slinger, John Kitchen. Dates to note; 9.22 Broadmoor Motor ribbon cutting, 10.5 Day of Caring, 10.18 Board Retreat, 10.28 Fall Fun Fest, 11.14 Board Retreat.

Financial Report (None)

Committee Reports

Organization: Chase putting together social media team

Promotion: Hasn't met yet, will next week

Economic Restructuring: Meeting today

Design: Day of Caring preparation

Board Development

New section of the agenda. More information coming soon.

Old Business (None)

New Business

14.1 2018 Project Fund Award: MEDC has given tentative approval of \$10,000 for our Porous Pave project, and \$4000 towards our billboard co-op. Should we get final approval, these projects will be funded in January 2018. As per guidelines for the award, the DDA board needs to vote to include MEDC and its logo into each project. A **motion** by Dr. Ron House, and **seconded** by Brian Sweebe, was made to approve the inclusion of MEDC branding into the projects; **motion approved unanimously**.

14.2 2016/2017 Deficit Elimination Plan: A revised version of the Deficit Elimination Plan was presented to the board. Discussion was had about submitting another plan without knowing that it will solve our deficit issue in the manner the State of Michigan approves of. In talking with Mr. Sanders, our representative to the state, Cheri Parrish was ensured that this will be approved when it is submitted. A **motion** by Chase Johnson, **seconded** by Dr. Ron House, was made to approve the new deficit elimination plan to the state; **motion approved unanimously**.

Comments from the Board

Dr. Ron House – David Low would like to know where the board stands with the rental of his parking lot. MSD Ingrid indicated that a new lease agreement would need to be made in writing if the DDA wishes to continue leasing the parking lot. Research is being done to see if the cost is justified. Mr. Low would like to be paid rent and have plowing done by the city.

Kellie Tobolic – Meeting changes for October (10.8.17 at 3pm) and November (11.14.17 at 12pm)

Chase Johnson – Placemaking training was valuable, hoping to implement strategies soon

Being no further business, Chair Kelle Tobolic declared the meeting adjourned at 12:43 PM.