



CITY OF WAYLAND  
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM  
BOARD OF DIRECTORS  
City Council Chamber – 103 S Main  
October 18, 2017, 3:00pm

MINUTES

Chair Kelle Tobolic called the meeting to order at 2:58 pm.

**Roll Call**

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

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

Others Present: MSD Ingrid Miller, Interim City Manager Larry Nielsen

**Agenda Approval**

A **motion** by Jennifer Antel, **seconded** by Chase Johnson, to approve the meeting agenda of October 18, 2017; **motion approved unanimously.**

**Approval of Minutes**

A **motion** by Brad Buist, **seconded** by Kelle Tobolic, was made approve Regular Meeting Minutes for September 21, 2017; **motion approved unanimously.**

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

**City Staff Communications**

Interim City Manager Larry Nielsen introduced himself to the board.

**Director's Report**

MSD Miller updated the Board on several items. Two candidates for DDA Board; Sally Bailey from Benton Tax and Robin Beckwith from United Bank. Michigan Main Street photo contest. Allegan Day of Caring went very well. Thank you to all that participated. 118 W Superior façade well underway. Planning for Fall Fun Fest is continuing. City Council approved Certified Grant Administrator for blight elimination project on 106 W Superior. Interim City Manager Larry Nielsen. Broadmoor Motors ribbon cutting a huge success. Retro Room is open. Brian Sweebe now GM of McDuffs. Latest WERCShop has lead us to reevaluate planning future ones. Dates to note; Fall Fun Fest 10.18, Board Retreat Pt 2 11.14, Small Business Saturday 11.25, Art Hop 12.1.

## Financial Report

Glad to have the Deficit Elimination Plan behind us.

## Committee Reports

Organization: Building and refocusing fundraising initiative

Promotion: Jenn stepping down as chair, Natalie Garcia taking over roll

Economic Restructuring: Walkthrough of new businesses

Design: Didn't meet

## Board Development

Today's Board Retreat will act as board development for the month

## Old Business

13.1 110-112 W Superior Façade Grant – Board discussed the option of granting \$11,744 to façade project for 110-112 W Superior. A motion by Jenn Antel, and seconded by Chase Johnson, was made to approve the distribution of funds up to \$11,744 contingent on the completion of this year's audit.

## New Business

14.1 American Legion Parking Lot Lease Agreement: A parking lot sub-committee suggest that based on the parking report and current use of the lot, being mostly private, we do not renew a lease for this parking lot. As suggested by Interim City Manager Larry Nielsen, the DDA will send a formal letter to the City of Wayland informing them of our decision. A **motion** by Chase Johnson, and **seconded** by Brad Buist, was made to approve the suggestion from the sub-committee and not renew a lease; **motion approved unanimously.**

14.2 Sexton Parking Lot Lease Agreement: A parking lot sub-committee suggested the following be offered to Bruce Sexton for use of his parking lot. Parcel A of the parking lot is to be leased under the agreement that the city will plow and stripe the parking lot in exchange for its use. Parcel B will not be leased by the DDA. The DDA will allow the city to decide if itself would like to lease Parcel B for its own use. Due to the possible conflicts of interest, Mayor Tim Bala will abstain from voting on this topic. A **motion** by Jennifer Antel, **seconded** by Chase Johnson, was made to approve the new deficit elimination plan to the state; **motion approved unanimously.**

## Comments from the Board

Jennifer Antel – Thank you to Interim-City Manager Larry Nielsen for all his work and for everyone that attended the retreat.

Being no further business, Chair Kelle Tobolic declared the meeting adjourned at 3:27 PM.