



CITY OF WAYLAND  
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM  
BOARD OF DIRECTORS  
City Council Chamber – 103 Main St  
August 16th, 2018 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, Robin Beckwith, City Manager Josh Eggleston, Chase Johnson, Mayor Bala

Members Absent: Treasurer Brad Buist, Jason Hancock. excused

Others Present: MSD Ingrid Miller

**Agenda Approval**

A **motion** by Jennifer Antel, **seconded** Chase Johnson, to approve the meeting agenda of August 16th, 2018; **motion approved unanimously.**

**Approval of Minutes**

A **motion** by Chase Johnson, **seconded** by Robin Beckwith, was made approve Regular Meeting Minutes for May 17th 2018; **motion approved unanimously.**

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

**City Staff Communications**

City Manager Josh Eggleston updated the board on several city items; Planning commission is meeting Tuesday to review a new daycare facility and possible rezoning of part of the industrial park for a warehouse. The coming hotel is now continuing construction after a brief stop.

**Director's Report**

MSD Miller updated the Board on several items; 130 W Superior façade started this month. MSD Miller is working with a new building owner downtown on a façade rehabilitation application and design services. We received design consultation for 204 - 206 S Main – MSD Miller meeting with 142 S Main to discuss rehabilitation options – Mural project was a huge success and grabbed a lot of media attention, new volunteers, and was within budget – Scott Day from Urban Development Services was here July 9-11 and worked with downtown retailers to provide merchandising services. Report will be made available to business owners soon – MSC was a success despite the

rain, we had a lot of media coverage for this as well – Promo Chair Natalie Garcia had to step down due to work obligations. She will continue to be a volunteer for the program – Movies on Main Street has been doing well – Pavilion Project Update – kit ordered from Cedar Forest Products and designs will be sent to PCI. PCI will donate permit fees toward project. DPW and DDA are on same page for timeline and prep – We have secured a sponsor for the parklet project – MEDC Blight Elimination Grant Update, new LOI signed. Team conference call on Friday and they have agreed to 35% up to \$113,000 which is less than before but more than 25% - Dates to note; Farmers Market Tue/Sat 9am-2pm through October, Movies on Main Street through August 23<sup>rd</sup>, National and Michigan Main Street Check-in September 21, Chamber Expo October 6<sup>th</sup>.

### **Financial Report**

Treasurer Brad Buist updates us on our financial standing; Did a great job for the year. We are still collecting checks from MSC sponsors. We have the ability to re-allocate funds this year, if needed.

### **Committee Reports**

Design – Meeting Monday

Promo –Taking a break after MSC

Org (Social Media) –Wayland Downtown Dollars and MSC advertising

ER – Business training

### **Board Development**

Please make sure to complete self-evaluation before August 23<sup>rd</sup> for the September 21 visit.

### **Old Business** *(None)*

### **New Business**

#### **14.1 Main Street Alignment Visit**

The board chose a date of September 21<sup>st</sup> for the visit. The visit will include meeting with the City, the board, and the director for 1 hour each.

### **Comments from the Board**

Jennifer Antel: Thank you for your support and understanding during my recent campaign.

Being no further business, Chair Kelle Tobolic declared the meeting adjourned at 12:29PM.