



CITY OF WAYLAND  
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM  
BOARD OF DIRECTORS  
City Council Chambers – 103 S. Main Street  
April 21, 2019 7:00AM

MINUTES

Chair Kelle Tobolic called the meeting to order at 7:00am.

**Roll Call**

Members Present: Chair Kelle Tobolic, Vice-Chair Jennifer Antel, Secretary Robin Beckwith, Treasurer Natalie Garcia, Mayor Tim Bala.

Members Absent: Heather Nesbit, Brian Sweebe, Jason Hancock and Chase Johnson.

Others Present: MSD Ingrid Miller, City Manager Josh Eggleston, DPW Cole Lutz, Chief of Police Mark Garnsey.

**Excused Absence**

A **motion** was made by Jennifer Antel to excuse Heather Nesbit, Brian Sweebe, Jason Hancock and Chase Johnson from today's meeting, **seconded** by Robin Beckwith: **motion approved unanimously.**

**Agenda Approval**

A **motion** was made by Jennifer Antel to approve today's agenda, **seconded** by Natalie Garcia: **motion approved unanimously.**

**Public Hearings** *(None)*

**Approval of Minutes**

A **motion** was made by Jennifer Antel to approve January 17, 2019 minutes, **seconded** by Robin Beckwith; **motion approved unanimously.**

**Other Minutes for Review** *(None)*

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

**City Staff Communications**

City Manager Josh Eggleston said that the Planning Commission Committee meeting with PCI started and their first report will be due May 1<sup>st</sup>; their goals will need to be listed at that time. They will still need a resident from the community to be on the committee. Also, Chief of Police Mark Garnsey is working on the *Use of Force* policy.

**Director's Report**

MSD Miller is working with Rachel from Henika Library to develop a job description for a new AmeriCorps VISTA for the summer. Construction continues on 106 W. Superior Street, the space will be available for lease. Dahlia City Dogs is hosting a re-grand opening on May 4 from 11-3pm. Construction started on 120 S. Main Street for Dahlia City Floral & Gifts. 135 N. Main Street sold and Ingrid met with the new owners to go over current incentives. They would like to remove paint from building and restore historic balcony on alley side. They are interested in opening their own retail on the first floor. 121 S. Main Street has construction on interior; No façade grant application

received to date. 120 W. Superior Street is getting bids for façade grant; no application has been received. 125 S. Main Street is under contract. Ingrid met with buyer to discuss incentives and intent for building rehabilitation. 142 S. Main Street plans to apply to the grant program for new awnings and paint for Simply Celia's. 104 S. Main Street is getting new bids for a smaller scope of work for the Wayland Hotel. Ingrid met the new owners of Wayland BP and said they may be interested in applying for the façade grant to paint exterior. Closed out 204-206 S. Main Street and 130 W. Superior façade grants this week. We are still waiting on paperwork from 130 W. Maple Street to close-out. We are currently surveying local businesses for topics for our next small business owners training. Daniel Jeffery will be leading this project. Our next mural is coming together for 130 W. Maple Street. We were contacted by the High School who will have 15 students available to paint over two days. Shel Bell Sullivan is helping with the design. A generous sponsor donated \$750 to purchase camera equipment for the Farmers Market program to capture oral history videos from Wayland residents. We have added a new business event option to our website where businesses may log in and add events they will be hosting. The events are saved in draft mode for administration approval before publishing to the site. Chase, Kayla or Ingrid are able to approve. Sponsorship sales continue, we need to spread the word.

#### Upcoming Dates to Note:

April 29<sup>th</sup>: MI Carpenters and Millwrights Training Center Grand Opening 10:30-1pm: Must RSVP

May 4<sup>th</sup>: Dahlia City Dogs Re-Grand Opening from 11-3pm

May 17<sup>th</sup>: Michigan Historic Preservation Network's Annual Conference – Ingrid Presenting

June 19<sup>th</sup>: Wayland hosting Michigan Main Street Training at New Life Community Church

October 10<sup>th</sup>: Board Check-in with Michigan Main Street Center

#### Financial Report

Board Members reviewed the financial report. The volunteer Budget Committee was formed and includes Natalie Garcia, Kelle Tobolic, Robin Beckwith and Ingrid Miller. The first meeting will be April 25<sup>th</sup> at 3pm at the Wayland United Bank and is open to the public.

#### Committee Reports

Promotion and Organization: June 1<sup>st</sup> will be the Farmer's Market kick off at the Henika Library.

There will be an updated registration form to be sure there is a commitment. Promo is working on a way to inform volunteers on what to expect when sponsoring a Movies on Main Street event.

Economic Restructuring (WERC): The business leader meetings are going well.

Design: Will soon be working on flower planting.

#### Board Development

Kelle is leading the Fund Development Campaign and is challenging all board members to simply ask others to support Wayland. We believe sponsors are looking to get as much exposure as possible and for our request to them to be personal and applicable to them. We also need to be aware of *when* to ask, for budget planning purposes for sponsors.

#### Old Business (None)

#### New Business (None)

#### Comments from the Board and City

Kelle Tobolic: Will not be available April 27<sup>th</sup>-May 4<sup>th</sup>

Robin Beckwith: The Kiwanis Club of Wayland will be holding an Easter Egg Hunt April 20<sup>th</sup> at 10am in the City Park for ages 10 and under.

Ingrid Miller: The raffle for our Volunteer Appreciation Dinner was a great hit.

Cole Lutz: NHS will be cleaning the downtown for volunteer hours prior to May 3<sup>rd</sup>. The downtown traffic study should also be done soon.

Being no further business, Chair Kelle Tobolic declared the meeting adjourned at 7:46am