



CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM
BOARD OF DIRECTORS
City Council Chambers – 103 S. Main Street
July 18, 2019 7:00AM

MINUTES

Vice-Chair Jennifer Antel called the meeting to order at 7:08am.

Roll Call

Members Present: Vice-Chair Jennifer Antel, Secretary Robin Beckwith, Treasurer Natalie Garcia, Daniel Jeffery and Brian Sweebe.

Members Absent: Jason Hancock, Mayor Tim Bala, Chair Kelle Tobolic and Aaron Wassenaar

Others Present: MSD Julia Sturvist and City Manager Josh Eggleston

Excused Absence

A **motion** was made by Jennifer Antel to excuse Jason Hancock, Mayor Tim Bala, Chair Kelle Tobolic and Aaron Wassenaar from today's meeting, **seconded** by Natalie Garcia: **motion approved unanimously.**

Agenda Approval

A motion was made by Daniel Jeffery to add "Match on Main" and "Presentation of New Board Members" under New Business to today's Agenda and approve; **seconded** by Brian Sweebe: **motion approved unanimously.**

Public Hearings *(None)*

Approval of Minutes

A **motion** was made by Natalie Garcia to approve May and June's Regular Meeting Minutes and July's Special Meeting Minutes, **seconded** by Robin Beckwith; **motion approved unanimously.**

Other Minutes for Review *(None)*

Comments from the Public

Gary Becker, with Bentley's Party Store, asked about the corner property that the new pavilion sits on. He wanted to know if it is City or DDA's responsibility. He asked if there are any additional plans to add seating for that space or bring over a couple picnic tables from the park. He stated he'd like to see that property become a more desirable area for families to use. Gary suggested the ideas of possibly using this space for the Farmer's Market or to have the fire fighters bring a truck over for kids to go through every once in a while. Gary also commented that the DDA Board could remind the community of when meetings are being held and get the youth involved to be able to collaborate more.

City Staff Communications

City Manager Josh Eggleston said he is excited to have Julia on board as the new MSD. He also said the DPW is currently helping with preparation for the Main Street Celebration.

Director's Report

MSD Julia Sturvist gave an update of how she is receiving some onboarding training from Ingrid to be brought up to speed with different projects. Julia has been reaching out and introducing herself to many contacts such as: MEDC, Main Street Executives, Wayland Business Owners, SBDC, Wayland City Hall, Wayland Chamber, AmeriCorps/CEDA, etc. Julia completed the Match on Main Webinar and general readings to better understand the process. She spoke to our SBDC, contact George, about the two Match on Main proposals, as well as meeting with the two applicants themselves. Julia has gone through various manuals and plans for Wayland Main Street/DDA. She has also stepped in to help with the Main Street Celebration.

Upcoming Dates to Note:

July 20th: Main Street Celebration

October 10th: Board Check-in with Michigan Main Street Center

Financial Report

Treasurer Natalie Garcia went through the YTD Financial and will provide MSD Julia Sturvist with the checks that need to be cut.

Committee Reports

Economic Restructuring (WERC): Looking to grow the meeting and to invite community speakers to the meetings.

Promotion and Organization: Would like to separate the committees again, realizing the Organization Committee needs to focus more on volunteers and volunteer growth, while the Promotions Committee will focus on project detail. The Main Street Celebration is Saturday and everything is coming together.

Design: (None)

Old Business (None)

New Business

14.1 Match on Main

MSD Julia Sturvist went over the details of Match on Main is. Currently two business proposals have been completed and business owners have met with Julia Sturvist as well as the SBDC to ensure viable business plans have been developed and reviewed. The business owner of 129 S Main St applied for \$20,000 through Track 3 with a 10% match, for a wine bar. The business owner of 125 S Main St applied for the full \$25,000 through Track 2 with a 10% match, for interior redesign.

A **motion** was made by Daniel Jeffery to approve both of the proposals, **seconded** by Natalie Garcia; **motion approved unanimously.**

14.2 Presentation of New Board Members

The board welcomed new members and Natalie Garcia presented new board member certificates to Julia Sturvist, Daniel Jeffery and Aaron Wassenaar.

Comments from the Board and City *(None)*

Being no further business, Vice-Chair Jennifer Antel declared the meeting adjourned at 7:47am