



CITY OF WAYLAND

DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM

BOARD OF DIRECTORS

City Council Chamber – 103 Main St

June 20, 2019 7:00AM

MINUTES

Call to Order Vice - Chair Jennifer Antel called the meeting to order at 7:01AM.

Roll Call

Members Present: Chair Kelle Tobolic, Vice-Chair Jennifer Antel, Mayor Tim Bala, Jason Hancock, Daniel Jeffery, Brian Sweebe, Treasurer Natalie Garcia

Members Absent: Secretary Robin Beckwith. Aaron Wassenaar – **Motion to excuse** – Brian Sweebe, seconded - Tim Bala – **Motion approved unanimously.**

Others Present: City Manager Josh Eggleston, Jennie Stephenson

Agenda Approval

A **motion by** Brian Sweebe, **seconded** Natalie Garcia, to approve the meeting agenda of June 20, 2019; **motion approved unanimously.**

Public Hearings*(None)*

Approval of Minutes*(None)*

Other Minutes for Review*(None)*

Comments from the Public*(None)*

City Staff Communications

City Manager Josh Eggleston discussed upcoming MSC crosswalk painting. This will have to go before council for approval because it is a city road.

Josh also informed the board about the efficiency changes when doing budget amendments – no longer needs to be line item budgeted but rather, department balanced.

Recommended a special meeting for June 27th at 7am.

Director's Report

Kelle Tobolic introduced Jennie Stephenson as our summer AmeriCorp Vista Member for the Farmers Market. Jennie will be here helping to increase vendors & attendees to the market and will also do marketing as it relates to increasing attendance to downtown events and foot traffic to businesses. Kelle also reminded the board that Jennie is not an intern and is not here to learn/do the Executive Directors job.

Natalie Garcia, Daniel Jeffery and Kelle were in Owasso on June 4th attending Developing Place Based Entrepreneurship Pipelines training.

Wednesday, June 19th was the Main Street Training at New Life Community Church for communities interested in engaging in the Michigan Main Street Program.

July 20, 2019 is Main Street Celebration

Financial Report

Treasurer Natalie Garcia received the financial information Wednesday night so, she and the board did not see the financial information until the DDA Meeting.

Committee Reports

Design – Did not meet

Promo/Org – Natalie Garcia reported on the progress for Main Street Celebration and tasks in the works.

ER –

Board Development (None)

Old Business (None)

New Business

14.1 FY 2019-2020 Budget Approval

DDA submitted a revised budget to city council. Future discussion/meeting regarding DDA budget policy to come – A motion by Brian Sweebe, **seconded by** Natalie Garcia to approve 2019-2020 revised budget – **motion approved unanimously.**

14.2 120 W. Superior St Façade Grant Application

A **motion by** Natalie Garcia, **seconded by** Daniel Jeffery to approve the Façade Grant Application as submitted with the project being \$30,000, FRI Grant \$15,000, DDA amount \$5000, **motion approved unanimously.**

14.3 Match on Main

Discussion only. No vote taken.

Comments from the Board

Kelle requested help obtaining more sponsorship building. Advised to send out a list to fellow board members.

Natalie secured Gun Lake Casino as this years presenting sponsor for Main Street Celebration. Thanks to Natalie!

Jason is working on the 5K run information.

Brian – welcome to Jennie & Daniel

Daniel – weather permitting maybe extend Farmers Market this year

Jennifer – welcomed Daniel & Jennie

Being no further business, Vice - Chair Jennifer Antel declared the meeting adjourned at 7:57AM