



CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM
BOARD OF DIRECTORS
City Council Chambers – 103 S. Main Street
May 16, 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 and Brian Sweebe.

Members Absent: Jason Hancock and Mayor Tim Bala

Others Present: MSD Ingrid Miller and City Manager Josh Eggleston

Excused Absence

A **motion** was made by Jennifer Antel to excuse Jason Hancock from today's meeting, **seconded** by Natalie Garcia: **motion approved unanimously.**

Agenda Approval

A **motion** was made by Robin Beckwith 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 May's Special Meeting Minutes and April's Regular Meeting 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 explained that all work has stopped at 106 W Superior due to compliance issues with the grant agreement. Josh is in contact with a state representative from the state in regards to how to proceed. There is conversation of possibly holding funds in escrow if business owners do not comply with contract.

Director's Report

This was MSD Miller's last meeting as Director. MSD Miller stated that the public parking signs were

going to be put in next week; volunteers will be planting flowers downtown on May 20th from 2-5pm; the Allegan Conservation Department will be giving guidance on how to rid the crab grass in the rain garden; United Bankers volunteered to prime the wall for Dahlia City Dog's mural; we interviewed our first applicant for the AmeriCorps position and will be interviewing another candidate on May 17th; Reno Agency may be the next business to apply for a façade grant; Simply Celia's is working on getting their second bid for the façade grant; Dahlia City Floral and Gifts has everything ordered for the exterior and are currently working with contractor, they have also hired a new store manager/florist.

Upcoming Dates to Note:

May 17th: Michigan Historic Preservation Network's Annual Conference – Ingrid Presenting

June 1st: Farmers Market Kick Off

June 19th: Wayland hosting Michigan Main Street Training at New Life Community Church

July 20th: Main Street Celebration

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

Financial Report

Board Members reviewed the financial report. Treasurer Natalie Garcia went through the Amended Budget FY 2018-19 and explained that the budget committee estimated low on revenue and high on expenses. Natalie covered the Draft Budget FY 2019-20 that reflects the increase to DPW services and decrease in DPW maintenance expenses and explained that the prior year resource is to pay out Bailey's façade grant from their prior year contract.

Role Call Vote for the Amended Budget FY 2018-2019

Brian Sweebe, yes

Jennifer Antel, yes

Kelle Tobolic, yes

Natalie Garcia, yes

Robin Beckwith, yes

Role Call Vote for the Draft Budget FY 2019-2020

Brian Sweebe, yes

Jennifer Antel, yes

Kelle Tobolic, yes

Natalie Garcia, yes

Robin Beckwith, yes

Approval of Budget

A **motion** was made by Robin Beckwith to approve the Amended Budget FY 2018-2019, **seconded** by Jennifer Antel; **motion approved unanimously.**

A **motion** was made by Brian Sweebe to approve the Draft Budget FY 2019-2020, **seconded** by Natalie Garcia; **motion approved unanimously.**

Committee Reports

Promotion and Organization: Meeting May 23rd to discuss the June 1st Farmer's Market Kick Off and possible Gun Lake Casino partnership for the Farmer's Market. The committee will be working on a volunteer orientation program for all projects, especially the Main Street Celebration. Jen will be reaching out to Jason about the race.

Economic Restructuring (WERC): Ingrid informed the group at the business leader meeting that she has

resigned. June 1st will be the launch to Match on Main.

Design: Volunteers will be planting flowers downtown on May 20th from 2-5pm.

Old Business (None)

New Business (None)

Comments from the Board and City

Brian Sweebe: Thank you Ingrid!

Jennifer Antel: Thank you so much Ingrid for elevating us, bringing energy to our town, having professionalism and enthusiasm, and for your friendship.

Kelle Tobolic: AutoBody Xperts informed me that they will not be able to have the car show at the casino and are now looking for a new location. Also, thank you Ingrid! I couldn't be happier with everything that has been accomplished. People finally see the progress we're making with all of façade updates and number of volunteers involved. We now have momentum and I am excited for the next step and happy for Ingrid, too!

Natalie Garcia: I met you a few years ago Ingrid and when I mention your name people get excited! You have helped to raise the bar. We appreciate you! Congratulations!

Robin Beckwith: Thank you Ingrid! I feel blessed to have started on the DDA Board when I did, to be able to work beside you. You have encouraged and empowered all of us! As Kelle said, I am excited to keep that momentum going.

Ingrid Miller: Thank you! I wouldn't have been able to grow as I have if it weren't for your support. We all have our eyesight on the same goal and although I don't live here, I feel that I am a part of Wayland.

Josh Eggleston: Thank you! Wayland is in a good place and I am not worried about the transition for a new Director.

Being no further business, Chair Kelle Tobolic declared the meeting adjourned at 7:47am