



CITY OF WAYLAND  
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM  
BOARD OF DIRECTORS

City Council Chambers – 103 S. Main Street  
September 15, 2016, 12:00PM  
Minutes

Call to Order – 12:09pm

Roll Call

Member present: Ron House, Kelle Tobolic, Jennifer Antel, Karen Gregersen-arrived 12:15pm, Brian Sweebe, Brad Buist

Members absent: Mayor Tim Bala

Others present: AmeriCorp VISTA Julia Bouwkamp, Cole Lutz, Ben Bachelder, Michelle Herman

Motion to excuse Tim Bala – **Motion** by Kelle Tobolic, seconded by Brian, All ayes

Ceremonial Item

Welcome Julia Bouwkamp - AmeriCorp Vista Member – On behalf of the DDA, Ron welcomed Julia to Wayland. Julia provided information on her roll and purpose as an AmeriCorp Member.

Agenda Approval

**Motion** by Brian, seconded by Kelle to approve, all ayes

Approval of Minutes

Regular Meeting Minutes of August 18, 2016 – **Motion** by Kelle, seconded by Jennifer, all ayes

Comments from the Public - None

City Staff Communications - None

Director's Report - None

Financial Report

Treasurer Buist indicated that more payments are coming through soon. The money coming in should get us through Fall Fun Fest and winter. Ron asked how much we received from sponsorships. We don't have a grand total as money is still coming in.

It was with this information that it be recommended to all four of the committees to get their work plans done by their October meetings.

### Old Business

Downtown Ambassador/DPW – A brief discussion was held on the Ambassador position regarding purchase of equipment, limitations of hours and sharing the position with DPW. Jennifer **moved** Mainstreet would pursue (with assistance from the DPW) pursuing both the hiring of an Ambassador and posting of a snow plow service. Second by Kelle, all ayes.

### New Business

Tree & Stump Removal – Advanced Tree Removal – DPW recommends tree removal by old dry cleaners and put asphalt down for now. Also, one tree in mini-park. **Motion** made by Jennifer and seconded by Kelle to approve bids for tree removal.

### Comments from Board Members

Co-Chair Tobolic reported on Design Committee. Will be planting more mums either next week or week after. Went over sign ordinance with committee.

Tobolic also gave report for Org Committee-Main Street Celebration went well. Movies on Main St too.

Antel for Promo said Main Street Celebration went well and that they learned a lot from survey.

Chair House welcomed Julia again to Wayland Main Street. He also thanked Brian and Jennifer for all of time they put into Main Street Celebration.

Being no further business, Chair Dr. House declared the meeting adjourned at 12:53PM.

### Mission Statement:

*By strengthening connections and communications between government, businesses, and community members, volunteers work to improve infrastructure and aesthetics of the district, facilitate the revitalization or reclamation of historic downtown buildings while fostering and promoting a successful business environment within the City.*