



CITY OF WAYLAND
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET PROGRAM
BOARD OF DIRECTORS
City Council Chamber – 103 S Main
May 18, 2017, 12:00PM

MINUTES

Chair Kelle Tobolic called the meeting to order at 12:01 pm.

Roll Call

Members Present: Chair Kelle Tobolic, Vice-Chair Jennifer Antel, Mayor Tim Bala, Treasurer Brad Buist, Brian Sweebe, Secretary Chase Johnson, Karen Gregersen, Dr. Ron House

Members Absent: Mayor Tim Bala, excused

Others Present: MSD Ingrid Miller

Agenda Approval

A **motion** by Jennifer Antel, **seconded** by Dr. Ron House, to approve the meeting agenda of May 18, 2017 with the requested amendment from Kelle Tobolic, adding 14.1 Redevelopment Ready Alcohol License; **motion approved unanimously.**

Approval of Minutes

A **motion** by Jennifer Antel, **seconded** by Dr. Ron House was made to approve Regular Meeting Minutes for April 27, 2017 with an amendment showing Dr. Ron House was present, and the meeting minutes for the DDA Special meeting on May 11, 2017; **motion approved unanimously.**

Comments from the Public

Bruce Patrick from Open Road Brewery presented information on his façade program application and timeline, along with façade design plans. Bruce's plan includes a new branded awning and perpendicular sign. Open Road will also be celebrating its 1 year anniversary at MSC this year. There will be live music, beer tent, pig roast, and outdoor seating.

Sally Bailey/Benton Tax presented information on their façade program application and timeline, along with façade design plans. Sally Bailey/Benton Tax plans to complete 3 facades, their current location which has 2 facades, and a third next door they just purchased. The plan is to make them look like individual shops for future businesses.

City Staff Communications

City Manager Tim McLean discussed the sale of city property throughout Wayland.

Director's Report

MSD Miller updated the Board on several important upcoming dates. Wayland Main Street Celebration July 14th & 15th, 6pm – 10pm & 12pm – 6pm respectively. Movies on Main Street is coming back the first 4 Thursdays in August. Fall Fun Fest October 28th. Art Hop December 1st. The DDA is providing a WERCShop on branding June 7th at Open Road Brewery 11:30am-1:30pm.

Financial Report

Treasurer Brad Buist informed the board that we are looking much better as we collect more sponsorship dollars.

Committee Reports

Organization: Volunteer scheduling for MSC

Promotion: Gearing up for MSC

Economic Restructuring: Working on filling the billboard project and making business visitations

Design: Flower planting was a big success

Work Plan Updates

Ongoing in all areas

Old Business *(None)*

New Business

Redevelopment Ready Alcohol License: Allowing Acqua In Vino (AIV) to obtain Redevelopment Ready Alcohol license. This would allow AIV to have a wine bar on site. 55% of the money paid by AIV to obtain license would be put back into the DDA. A **motion** by Brian Sweebe, **seconded** by Chase Johnson, was made to approve the recommendation of AIV getting the license, contingent on city approval and following the proper channels; **motion approved unanimously.**

DPW Utility Request: DPW requested that the DDA pay a portion of the electricity bill for the downtown street lights. A **motion** by Jennifer Antel, **seconded** by Brian Sweebe, was made to regretfully deny this request; **motion approved unanimously.**

FY 17-18 Budget Approval: The DDA plans to keep the façade budget where it is for now. After July 1, we will revisit the budget and make necessary amendments to add money to the program. A **motion** by Jennifer Antel, **seconded** by Brian Sweebe, was made to regretfully deny this request; **motion approved unanimously.**

Comments from the Board *(None)*

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