

## Business Development District Advisory Meeting

December 3rd, 2019

- Call to Order
  - Meeting called to order at 3:00 by Kevin Shields.
  
- Roll Call
  - Upon roll call the following members were present: Paul Sherman, Rob Mathisen, Jeff Huebner, Kevin Shields, Andrea Huprich. Also present were: Stephanie Turner. Trustee Elizabeth Khazzam to enter at 3:05 P.M.
  
- Approval of Minutes
  - Sept 3, 2019
  - Oct 1, 2019
  - Nov 5 2019 Kevin motions to approve, Andrea 2nd. All in favor. None Opposed.
  
- Revenues and Expenditures
  - Updates by Stephanie Turner. No new activity with the account for the previous month. Stephanie will transfer current funds into the \$233,000 currently in the account. After liabilities and expenditures the available account balance is at \$49,000. There is also a reserve fund that currently sits at \$70,000 to be used for a larger future project. Stephanie explains that over the next few months, we are not looking at much liabilities expected to be paid by the available balance, keeping the account in the black. At this point we will be looking at the budget for next year as a revenue neutral budget. Reference to the chart on our budget was made, for us to review the outgoing expenses. As another year passes, Stephanie will be able to better assess how the BDD income will flow. She explains that we will begin to prepare a budget for BDD funds in January 2020. She will be looking for input on if we want to continue or modify the grant program as well as other projects we would like to see. Stephine jumps to our new business item, with information on new garbage cans, which had been previously talked about with our budget.
  
- New Business
  - Garbage cans. Public works gave a quote for about \$8,000 for needed replacements. Last meeting the request was made for a full quote to add additional receptacles. Mike Casey is working on a quote for matching replacements and additional cans needed. Quote will also include a mid price range option as well.
  - Crosswalks. Alicia Herman will be asked on what options we have with painting and or updating crosswalks since the sealcoating had been placed on the road, decorative crosswalks had been covered.
  - Review and update on the pipe repair by D's auto body. Initial repairs were started and finished. Additional repairs beyond the original approved funds of \$65,000 (plus additional approved funds for the repairs) making the project between \$70,000 to \$75,000. More repairs will be needed, a new quote will be presented in the future to see what will qualify for use of BDD funds.

- Review of what we want to include or remove from the grant application. Discussion commenced on what previous money has been disbursed for finished grant projects. Talk continued about changing the grant percentage from 75/25 to 50/50 or changing what would be grant eligible. Trustee Khazzam, shared how the grant program was presented to her and how it has been a good incentive business owners looking at the Heights for their prospective businesses.
- A discussion was had by the group about using a portion of the BDD marketing budget to help with future events that may be held within the BDD boundaries; such as The Taste of The Heights. Allowing funds to help promote these events will also help promote the community and the Business Development District where the events are held.
- Trustee Khazzam shares thoughts and ideas that could be possible ways to use BDD funds for larger scale projects in the future. As new developments continue to happen in our community, there will be more opportunities for the BDD to have larger projects to consider. Stephanie explains that the BDD funds are growing and look to continue to grow allowing the opportunity to consider the larger projects the committee would like to achieve.
- Talks of future projects commenced. Rob brings up the idea of an ice skating rink as an example. This type of attraction would draw visitors for a longer time frame than a one day event. Thoughts of where a rink could be contained and logistics were had.
- Kevin states that he would like to open the committee to include two additional members to represent the businesses contained in the expansion area of the BDD.
- Next Meeting
  - To be announced
- Adjourn
  - Motion to adjourn meeting by Kevin. 2nd by Rob. All in favor. None Opposed
  - Meeting adjourned at 3:53pm