

**MAIN STREET AREA BUSINESS IMPROVEMENT ZONE
BOARD OF DIRECTORS MEETING
MINUTES**

January 22, 2019, 8:00 AM
DDA Office, 150 S. Fifth Avenue

BOARD MEMBERS PRESENT: JIM BEUCHE; JEFF HARSHE; JOAN LOWENSTEIN; KATHY MACDONALD; MIKE MARTIN; RICHARD MITCHELL; TOM MURRAY; MICHAEL WATTS
BOARD MEMBER ABSENT: JIM CURTIS; RON DANKERT; KAREN FARMER; RENE PAPO; EDWARD SHAFFRAN
OTHERS PRESENT: BETSY JACKSON; ROB SPEARS

1. **Call to Order:** Vice-chairman Mike Martin called the meeting to order at 8:10 a.m. A quorum was present.
2. **Public comments:** There were no public comments.
3. **Approval of Minutes of November 27, 2018:** MOTION to approve the minutes of November 27, 2018 meeting was made by Mr. Michael Watts. SECONDED by Ms. Kathy Macdonald. CARRIED by unanimous vote.
4. **Report of Operations:**
 - a. Receipt of financial reports for November and December 2018 – Mr. Rob Spears reported that, to date, BIZ accounts totaled \$130,509.39, with 17 parcels totaling \$20,036.90 outstanding. To date, only \$7,490 of the \$120,000 budgeted for snow removal has been used. MOTION to receive the financial statements for November and December 2018 was made by Mr. Tom Murray. SECONDED by Mr. Jim Beuche. CARRIED by unanimous vote.
5. **Old Business:**
 - a. Landscape update – Committee chairperson Macdonald distributed a report updating the status of planter locations and potential relocations. In addition, Ms. Macdonald reported that water spigots have been mapped on Main Street, with the intention of potentially running hoses from planters with spigots to planters without them. The Main Street Area Association is looking into testing hose materials for freeze-thaw and ways to wrap the hoses up tree trunks and across branches to neighboring planters. Finally, the handout included a map prepared by Heritage that shows the sun orientation of the Main Street planters. Macdonald reminded the board that no new additional planters will be purchased this year, unless the board wishes to purchase surplus planters from Heritage. No action taken.
 - b. Website redesign update – Ms. Betsy Jackson reported that the BIZ Executive Committee approved contracting with Keystone Media of Ann Arbor to redesign the BIZ website. Betsy and Kathy will be working with Keystone CEO Annie Wolock, with the new website scheduled for launch by the end of March. No further action taken.
6. **New Business:**
 - a. 2019-2020 BIZ Assessment rate – Jackson reminded that board that it is time to update the BIZ assessment roster and requested guidance regarding the rate. The current rate is \$21.75/linear foot and \$.09/commercial square foot on each non-exempt property in the Zone. Jackson was directed to use the current rate and add a vote to establish the new rate at the March 12, 2019 meeting. No further action taken.
7. **Adjournment:** MOTION to adjourn the meeting was made by Mr. Beuche. SECONDED by Ms. Joan Lowenstein. CARRIED by unanimous vote. Meeting was adjourned at 8:35 a.m.

Respectfully submitted,
Kathy Macdonald, MSA BIZ Secretary