

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

July 24, 2018, 8:00 AM  
DDA Office, 150 S. Fifth Avenue

**BOARD MEMBERS PRESENT:** JIM BEUCHE; JIM CURTIS; KAREN FARMER; JEFF HARSHE; JOAN LOWENSTEIN; KATHY MACDONALD; MIKE MARTIN; RENE PAPO; MICHAEL WATTS

**BOARD MEMBER ABSENT:** RON DANKERT; RICHARD MITCHELL; TOM MURRAY; EDWARD SHAFFRAN

**OTHERS PRESENT:** BETSY JACKSON; ROB SPEARS

1. **Call to Order:** Voce-Chairman Mike Martin called the meeting to order at 8:02 a.m. A quorum was present.
2. **Public comments:** There were no public comments.
3. **Approval of Minutes of May 22, 2018:** MOTION to approve the minutes of April 24, 2018 and to receive the minutes of the 2018 Annual 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 June 2018 – Mr. Rob Spears that as of July 24, BIZ accounts totaled \$89,955.53. There were no reserves carried over from FY2017-2018; the BIZ ended the fiscal year approximately \$11,000 over budget. The DDA will be billed for their voluntary contribution shortly. Betsy reported that property owner Ben Curtis forwarded the name of a vendor he has used for sidewalk power washing. MOTION to receive the financial statements for June, 2018 was made by Mr. Rene Papo. SECONDED by Mr. Jeff Harshe. CARRIED by unanimous vote.
5. **Old Business:**
  - a. Sidewalk vault update – Ms. Betsy Jackson reported that the BIZ has received a map of likely vault locations and properties affected, from the City. Ms. Joan Lowenstein added that the City is providing engineering for vault stabilization or fill-in, and the DDA is offering financial assistance of up to \$5000 per vault. No action taken.
6. **New Business:**
  - a. Change to Executive Committee – MOTION to approve the appointment of Kathy Macdonald as Secretary of the BIZ Board and member of the BIZ Executive Committee was made by Mr. Jim Beuche. SECONDED by Ms. Lowenstein. CARRIED by unanimous vote. The board also extended its sincere thanks to Ron Dankert for his eight years of service as Secretary.
  - b. Website redesign – Ms. Jackson reported that the current BIZ website functionality is out of date and requires migration to a new operational platform. She is working with the BIZ’s website consultant to prepare a proposal for redesign. The Executive Committee will make a recommendation to the Board. No action taken.
  - c. Downtown beat patrolmen – Ms. Macdonald forward a copy of the City’s announcement of the deployment of two downtown patrolmen. The board directed Ms. Jackson to invite the new patrolmen to attend the September 25 BIZ board meeting and to prepare a letter of support to Interim Police Chief Robert Pfannes.
  - d. Correction to board meeting schedule – Ms. Jackson reported that the March 2018 meeting would need to be moved to Tuesday, March 12, due to unavailability of the DDA board room on March 19. No action required.
7. **Adjournment:** MOTION to adjourn the meeting was made by Mr. Jim Curtis. SECONDED by Ms. Karen Farmer. CARRIED by unanimous vote. Meeting was adjourned at 8:29 a.m.

Respectfully submitted,  
Kathy Macdonald, MSA BIZ Secretary