

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

September 26, 2017, 8:00 AM
DDA Office, 150 S. Fifth Avenue

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

1. **Call to Order:** Chairman Ed Shaffran called the meeting to order at 8:02 a.m. A quorum was present.
2. **Public comments:** There were no public comments. Mr. Shaffran welcomed Karen Farmer from Oxford Companies.
3. **Approval of Minutes of July 25, 2017:** MOTION to approve the minutes of July 25 was made by Mr. Ron Dankert. SECONDED by Ms. Kathy Macdonald. CARRIED by unanimous vote.
4. **Report of Operations:**
 - a. Receipt of financial reports for July and August 2017 – Mr. Rob Spears reported that BIZ accounts totaled \$209,828.85, with nine parcels totaling \$5,167.90 still unpaid. MOTION to receive the financial reports was made by Mr. Mike Martin. SECONDED by Ms. Joan Lowenstein. CARRIED by unanimous vote.
5. **Old Business:**
 - a. Landscaping update – Landscape Committee chair Kathy Macdonald reported that the landscape pots have been planted for fall. One landscape pot appears to be missing. Talks are underway regarding licensing with the city as well as the maintenance of the Fifth Avenue planting beds. Mike Martin added that, if the BIZ takes over the landscape maintenance responsibility for the Fifth Avenue beds, then the BIZ should have some say in the species selection for replacement trees within the BIZ Zone. No further action required.
6. **New Business:**
 - a. Contract extension with Heritage Lawn Services – Mr. Shaffran reported that the contract with Heritage is scheduled to run out at the end of the year. The Executive Committee recommended that the BIZ execute a contract extension – with a 3% cost increase – to run until June 30, 2018 (the end of the BIZ fiscal year). During the first quarter of 2018 the BIZ will conduct a new bidding process, for a new, multi-year contract to begin with the 2018-2019 fiscal year (July 1, 2018). MOTION to execute the extension and re-bid the contract was made by Mr. Jim Beuche. SECONDED by Mr. Tom Murray. CARRIED by unanimous vote.
7. **Adjournment:** MOTION to adjourn was made by Mr. Martin and SECONDED by Mr. Murray. CARRIED by unanimous vote. The meeting was adjourned at 8:20 a.m.

Respectfully submitted,
Ronald Dankert, MSA BIZ Secretary