

**MAIN STREET AREA BUSINESS IMPROVEMENT ZONE
ANNUAL MEETING
MINUTES
May 26, 2015**

PROPERTY OWNERS PRESENT: EDWARD SHAFFRAN*; JEFF HARSHE*; RON DANKERT*; MIKE MARTIN*; JIM BEUCHE*; JEFF HAUPTMAN*; MICHAEL WATTS*; KATHY MACDONALD*; RENE PAPO*

* Members of the BIZ Board of Directors

OTHERS PRESENT: BETSY JACKSON; JOAN LOWENSTEIN*; ROB SPEARS; EMILY HAMMOND

1. Call to Order/Welcome: Chairman Ed Shaffran called the meeting to order at 8:02 a.m. As no property owners, other than those serving on the Board of Directors, were present, the Chairman dispensed with introductions.

2. Presentation of the 2014-2015 Main Street Area Business Improvement Zone Annual Report: Mr. Shaffran reiterated the highlights of the Annual Report, which had been posted to the BIZ website earlier. Mr. Shaffran also noted that the 2013-2014 audit of findings had been completed with no material findings. Mr. Jeff Hauptman asked if the Delinquency and Contingency funds roll over from year to year; Mr. Rob Spears and Mr. Shaffran explained that they do not, but remaining funds at the end of a fiscal year are then rolled over into the line item known as Service Reserve. MOTION to accept the 2014-2015 Annual Report as submitted was made by Mr. Hauptman and SECONDED by Ms. Kathy Macdonald. In accordance with state law, a roll-call vote of the BIZ property owners present was taken and the results were as follows:

- Beuche – yes
- Dankert – yes
- Hauptman – yes
- Harshe – yes
- Macdonald – yes
- Martin – yes
- Papo – yes
- Shaffran – yes
- Watts – yes

With no votes in opposition to the motion, and with the yes votes representing 100% of the eligible properties present at the annual meeting, the motion was CARRIED.

3. Public comments: There were no public comments.

4. 2014-2015 BIZ Budget and Assessment Rate: Mr. Shaffran and Mr. Spears presented the proposed 2014-2015 BIZ budget, noting that the BIZ Board of Directors had approved an assessment increase of two percent (2%) allowed by the BIZ Zone Plan. This increase brings the Direct Benefit assessment to \$22.19/linear foot and the Common Benefit to \$.09/commercial square foot. MOTION to adopt the 2014-2015 BIZ budget and assessment rate as presented was made by Mr. Mike Martin and SECONDED by Mr. Ron Dankert. In accordance with state law, a roll-call vote of the BIZ property owners present was taken and the results were as follows:

- Beuche – yes
- Dankert – yes
- Hauptman – yes
- Harshe – yes
- Macdonald – yes
- Martin – yes
- Papo – yes
- Shaffran – yes
- Watts – yes

With no votes in opposition to the motion, and with the yes votes representing 100% of the eligible

properties present at the annual meeting, the motion was CARRIED.

5. Election of Board Members: Mr. Shaffran, member of the BIZ Nominating Committee, presented for re-election to the BIZ Board of Directors the names of Mr. Ron Dankert, Mr. Jeff Harshe, and Mr. Rene Papo, for three-year terms. Mr. Shaffran also reported that Mayor Christopher Taylor had reappointed Ms. Joan Lowenstein as the City's representative, for another three-year term. MOTION to re-elect Mssrs. Dankert, Harshe and Papo to the BIZ Board of Directors to terms of three years was made by Mr. Jim Beuche. Mr. Martin SECONDED the motion. In accordance with state law, a roll-call vote of the BIZ property owners present was taken and the results were as follows:

- Beuche – yes
- Dankert – yes
- Hauptman – yes
- Harshe – yes
- Macdonald – yes
- Martin – yes
- Papo – yes
- Shaffran – yes
- Watts – yes

With no votes in opposition to the motion, and with the yes votes representing 100% of the eligible properties present at the annual meeting, the motion was CARRIED.

6. Old Business: Approval of Minutes of the 2013-2014 Annual Meeting: MOTION was made by Mr. Dankert to approve the minutes as submitted. Mr. Rene Papo SECONDED the motion. In accordance with state law, a roll-call vote of the BIZ property owners present was taken and the results were as follows:

- Beuche – yes
- Dankert – yes
- Hauptman – yes
- Harshe – yes
- Macdonald – yes
- Martin – yes
- Papo – yes
- Shaffran – yes
- Watts – yes

With no votes in opposition to the motion, and with the yes votes representing 100% of the eligible properties present at the annual meeting, the motion was CARRIED.

8. New Business: The BIZ Board of Directors formally thanked Mr. Alan Freedman for his five years of service to the organization. Ms. Macdonald, who serves as the Chair of the BIZ landscape committee, reported that the fall tulip planting was now evident, and that there was additional tree loss, probably due to the extremely cold temperatures in February. Finally, Mr. Hauptman reported that an artist has been selected to design and execute a mural on the sidewall of the Oxford Properties building and the adjacent building owned by Mr. Papo. Mural painting is expected to begin shortly. No action was taken on any of the New Business.

9. Adjournment: MOTION to adjourn the first Annual Meeting of the Main Street Area Business Improvement Zone was made by Ms. Joan Lowenstein and SECONDED by Mr. Michael Watts. CARRIED by unanimous voice vote. The meeting was adjourned at 8:19 a.m.

Respectfully submitted,
Ronald Dankert, MSA BIZ Secretary