

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

March 12, 2019, 8:00 AM  
DDA Office, 150 S. Fifth Avenue

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

1. **Call to Order:** Secretary Kathy Macdonald called the meeting to order at 8:05 a.m. A quorum was present.
2. **Public comments:** There were no public comments.
3. **Approval of Minutes of January 22, 2019:** MOTION to approve the minutes of January 22, 2019 meeting was made by Mr. Ed Shaffran. SECONDED by Mr. Jim Beuche. CARRIED by unanimous vote.
4. **Report of Operations:**
  - a. Receipt of financial reports for January and February, 2019 – Mr. Rob Spears reported that, to date, BIZ accounts totaled \$167,977.29, with seven parcels totaling \$10,225.60 outstanding. \$47,000 was spent on snow and ice treatments in February alone, leaving roughly \$32,000 in the budget for the remainder of the fiscal year. Mr. Jim Curtis asked Rob to remind the vendor that snow treatment is meant to remove snow into the roadbed that parallels the sidewalks, as well as all crosswalks and curb cuts in the zone. MOTION to receive the financial statements for January and February, 2019 was made by Mr. Shaffran. SECONDED by Mr. Jeff Harshe. CARRIED by unanimous vote.
5. **Old Business:**
  - a. Alley refuse project update – Mr. Curtis introduced Messrs. John Mirsky, Cresson Sloten, and Steve Brown, who made a presentation about the on-going alley refuse management effort. Mr. Mirsky introduced a proposal to establish a “pilot project” that would identify one or more alleys in the downtown area, in order to properly assess the issues, reach out to affected property owners, tenants, residents, and employees, and ‘test drive’ potential solutions. The board members were generally supportive of the proposal, but wanted more information before committing their support or funds. No further action was taken.
  - b. Website redesign update – Ms. Betsy Jackson reported that Keystone Media of Ann Arbor is redesigning the BIZ website, which is on schedule for re-launch by the end of March. No further action taken.
  - c. 2019-2020 assessment rate – Ms. Jackson reported that the assessment total for 2019-2020 has increased roughly \$4,000, to \$284,046. Discussion ensued about whether to maintain the current assessment rates of \$22.19/linear foot and \$.09/commercial square foot, or increase the rates by 2%, as allowed by law. Action was deferred until the April 23 board meeting.
6. **New Business:**
  - a. Annual meeting prep – Ms. Jackson reminded that board the 2019 BIZ Annual Meeting will be held on May 28, 8:00 am in the DDA board room, with a short board meeting to follow. Ms. Jackson will be preparing board nominations, a draft budget, and draft annual report, for review and approval at the April 23 board meeting, so that the documents can be forwarded to the Annual Meeting for a vote. Attendance on April 23 is very important. No further action was taken.
7. **Adjournment:** MOTION to adjourn the meeting was made by Ms. Macdonald. SECONDED by Mr. Curtis. CARRIED by unanimous vote. Meeting was adjourned at 10:40 a.m.

Respectfully submitted,  
Kathy Macdonald, MSA BIZ Secretary