

MAIN STREET AREA BUSINESS IMPROVEMENT ZONE
BOARD OF DIRECTORS MEETING
MINUTES
April 25, 2023, 8:00 AM
Zoom Meeting

BOARD MEMBERS PRESENT: ROGER AHN; JIM BEUCHE; JON CARLSON; JIM CURTIS; JEFF HARSHE; RICHARD MITCHELL; TOM MURRAY; EDWARD SHAFFRAN; MIKE VAN PATTEN
BOARD MEMBER ABSENT: RON DANKERT; MICHAEL WATTS
OTHERS PRESENT: ROB SPEARS, BETSY JACKSON, KATIE MAREK

1. **Call to Order:** Chairman Ed Shaffran called the meeting to order via Zoom, at 8:02 a.m. A quorum was present. Mr. Shaffran then handed over the running of the meeting to Mr. Jim Beuche and Mr. Jeff Harshe.
2. **Public comments:** There were no public comments.
3. **Approval of Minutes:** MOTION to approve the minutes of January 31, 2023 was made by Mr. Richard Mitchell. SECONDED by Mr. Jim Curtis. CARRIED by unanimous vote.
4. **Financial Report:** Mr. Rob Spears reported that all BIZ banking accounts are now transferred to Bank of Ann Arbor. To date, the BIZ has \$288,087.10 in savings, \$3,374.87 in checking, with three parcels totaling \$724.83 still outstanding. The BIZ is currently \$64,209.20 to the good; Mr. Spears predicts that number will be around \$30,000 by the end of the fiscal year (June 30). MOTION to receive the financial reports for January, February, and March was made by Mr. Harshe. SECONDED by Mr. Tom Murray. CARRIED by unanimous vote.
5. **New Business:**
 - a. Resignation of Mike Martin. Mr. Martin submitted his resignation and has recommended Ms. Katie Marek of First Martin Corporation to finish his term on the BIZ board, ending June 30, 2025. MOTION to appoint Ms. Marek was made by Mr. Beuche. SECONDED by Mr. Shaffran. CARRIED by unanimous vote. The board joined Mr. Shaffran in thanking Mr. Martin for his fifteen years of dedication as a founding member of the BIZ, and welcomed Ms. Marek to participate in the duration of the agenda.
 - b. Board election. The election of board members to serve three-year terms ending June 30, 2026 is conducted at the Annual Meeting on May 23. MOTION to place into nomination the names of Mr. Mike Van Patten, Mr. Richard Mitchell, and Mr. Tom Murray was made by Mr. Roger Ahn. SECONDED by Mr. Curtis. CARRIED by unanimous vote.
 - c. Assessment rate review. Ms. Betsy Jackson presented two options for approval of the assessment rate for FY2023-2024 – Option 1 would make no change to the current assessment rate of \$22.41/linear foot and \$.091/commercial square foot, which would yield \$288,509 in assessment revenue. Option 2 would raise the rate by two percent, to \$22.85/linear foot and \$.092/commercial square foot. MOTION to leave the assessment rate unchanged was made by Mr. Shaffran. SECONDED by Mr. Jon Carlson. CARRIED by unanimous vote.
 - d. Summer 2023 assessment. MOTION to forego the summer assessment for FY2023-2024 was made by Mr. Shaffran. SECONDED by Mr. Curtis. CARRIED by unanimous vote.
 - e. FY2023-2024 Budget – Ms. Jackson presented two options for the budget, based on the two assessment options presented earlier. Mr. Curtis urged the reinstatement of the \$10,000 contribution to the Main Street Area Association; Ms. Jackson noted that the contribution was included in the budgets presented and would also be made from the current BIZ budget, sometime in June. Given the adoption of the no-change assessment in item 5.c, MOTION to adopt the “Option 1” budget was made by Mr. Harshe. SECONDED by Mr. Beuche. CARRIED by unanimous vote.
 - f. 2022-2023 Annual Report. Ms. Jackson presented the draft annual report, with service data as of mid-April, 2023. She noted that the data in the report will be updated before the May 23 Annual Board meeting. MOTION to approve the 2022-2023 BIZ Annual Report was made by Mr. Mitchell. SECONDED by Mr. Murray. CARRIED by unanimous vote.

7. Old Business:

a. BIZ renewal. Ms. Jackson reminded the board that the mandatory BIZ renewal must be completed no later than the end of the new fiscal year (June 30, 2024). The process will require the board to look at a number of factors and make decisions that may affect the Zone Plan, the assessment formula, and/or the budget going forward for the next ten years. Discussion among the board members included concerns about physical expansion and the ability of service vendors to take on a larger footprint, among other issues. Mr. Harshe suggested that staff and board use the first quarter (July-September) to research issues, opportunities, and budget implications, in order to create the new Zone Plan and prepare for the renewal vote sometime in early 2024. No action was taken.

8. Adjournment: MOTION to adjourn the meeting was made by Mr. Murray. SECONDED by Mr. Carlson. CARRIED by unanimous vote. The meeting was adjourned at 8:46 a.m.

Respectfully submitted by Betsy Jackson, in the absence of a BIZ Secretary