



**Property Based Improvement District Meeting
Minutes
January 30, 2020
Archer Hotel, Great Room C**

Present: Ryan Gregory, Chair; Sara Brooks; Mike Butler; Tony Giaccio; Michael Holcomb; Jim Keller; Kelly Moore; Robin Schabes; *Staff: Craig Smith*
Absent: Bob Johnstone

1. **CALL TO ORDER** Gregory called the meeting to order at 2:34

2. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA** *None*

3. **INFORMATION/ACTION ITEMS:**

a. Approve September 2019 minutes Brooks moved approval, Schabes seconded. Approved unanimously.

b. Update on Sidewalk Cleaning and Hanging Flower Baskets Smith reported that although garage/sidewalk cleaning was off schedule for two months due to staffing shortage and disability issues with City staff, both programs are back on track and have been for two months.

Moore commented that the garage landscaping, which was reported as on the books, has not happened. Smith will follow up with Jeff Gittings, who replaced Dave Perazzo at the City.

c. Update Utility Box Wraps Smith reported that only eight of fifty hoped-for artists have applied, with applications closing in one week. A committee members asked if one of more of the boxes could be reserved for student artists. Smith reported that the program coordinator discouraged that, given her experience with the process, but he will make sure that New Tech High is plugged into the process. Holcomb and Moore are serving on the judging panel. Artwork is scheduled to be installed in April.

d. Ambassador Report The program operates from late May until November. Program managers think that there might be a need to expand that schedule. This year, a trial run from March to April will be added to the schedule. Moore asked that Ambassadors and any press that goes out credits PBID with the program.

e. Financial Report The 2019 P&L shows net income of -\$34,534.20, but that includes additional payments of \$100,000 for hanging flower baskets and sidewalk/garage cleaning that should have been charged in 2018. Other notes:

- PBID %'s for both Zones are in-line for 2016-2019.
- There is a \$131,000 overage which is not shown on the current budget, and which should be shown as \$85150 for Zone One and \$45850 for Zone Two. *Upon approval from the committee, those numbers will be blended into the 2020 Budget.*
- The DNA will again host Local's Night Out and will introduce Clinton & Main Cooks, and requests \$25,000 total for the two events.

Smith withdrew the request for sponsorship of Local's Night Out and Clinton & Main Cooks until he can present documentation supporting the requests. The committee members agreed that they do not want to end the 2016-2020 PBID with a carryover, and asked Smith to prepare a list of projects for the committee to consider. Some suggestions included increasing the lights on rooftop buildings, adding lights to the pedestrian bridge at Clinton and Coombs Street and permanently lighting the bridges and river walk. Before money is added to the Lighted Arts Festival, Smith will follow up and see if CIA at Copia was pleased with the event. A discussion about how the event has helped businesses ensued. One member asked if tasting rooms could offer alcohol outside of their businesses. Gregory moved approval of the budget report. Brooks seconded, approved unanimously.

f. PBID Renewal Smith reviewed the schedule below. Schabes added that the City Departments will review/approve signing the petitions for the City at their March 17th meeting. Committee members each took petitions for which they will secure signatures.

- Today - Petition drive begins with this meeting
- Mid-March - Petitions representing +50% of the total assessed value submitted to the city
- April 7th - City adopts Resolution of Intention to Renew PBID
- June 2 – Council Conducts public hearing
- By August 1 – submit PBID assessment to County

4. INFORMATIONAL ITEMS - None

5. ADJOURN If PBID returns to the normal schedule, the remaining meetings will be Thursdays at 2:30, March 12th, June 11, September 10th and December 10th. *Item not discussed. Smith will schedule the next meeting for March 12th.* Gregory adjourned the meeting at 3:16

Recorded by Craig Smith