

**Business Improvement District (BID) and Revitalization Committee  
Minutes  
Monday, June 24, 2019**

Call to Order: Meeting called to order by Chairperson Mike Olson at 5:00 p.m.

Roll Call:

- Present: Chairperson Mike Olson, Doug Pinnow, Jeremy Pinnow, Erin Menzel, Nancy Sutherland and Casey Jones (via phone)
- Absent: Jared Arn and Patti Reavis,
- Others Present: Clerk Withee (acting secretary)

Approval of previous minutes: Motion by J. Pinnow to approve the minutes from May 28, 2019 with correction that J. Pinnow was absent. Second by Jones. All ayes; motion carried.

Public Appearances: none

Committee Comments or Questions: none

Treasurer's Report: Balance of \$17,947.89 after checks are cleared. Motion by Jones to approve the treasurer's report. Second by J. Pinnow. All ayes; motion carried.

Pedestrian crossing upgrades to 1<sup>st</sup> Center Ave: Olson stated he sent an email from May 29<sup>th</sup> 1<sup>st</sup> problem is Butch doesn't have time. 1<sup>st</sup> week of July on schedule.

Destination street signs update: Olson stated that Doug and Nancy volunteered to help with this. Olson has a copy of the 16 proposed locations and copies of current signs. Time is the biggest obstacle. Nancy and Doug will make suggestions as to what should go on each sign. \$135 per sign. D. Pinnow said this shouldn't be a total expense from the BID funds. Any sign that has a tie to the BID district could be paid by BID funds and then remaining should come from city funds. Could all city signs be replaced at the same time so all signs are cohesive. BID members will attend public works meeting to discuss with Rich.

District building needs assessment and inventory: J. Pinnow stated building inspector issue was Harvest Moon/Halfway Café steps and railing are dangerous. Handicap entrances were other issue. Ownings at Sagen and Pharmacy would be a good place to start. Windows at Sass buildings. BIP and BID funds were mentioned to them. The next area for improvement would be windows for Dennis Lederman building. J. Pinnow and Olson will draft a letter and bring back next meeting. Jones will talk to Lederman and let him know of program availability. There should be a brochure to hand out to all downtown business owners to explain the BID program for windows. J. Pinnow and Olson will work on this.

Barrels (steel bands failing): D. Pinnow passed out pictures of plastic planters that are heavy duty and could replace the barrels. They have these in Monroe on the square. D. Pinnow will do research on size and pricing. There are 47 barrels currently.

Trim downtown ash tree: Rich stated that Whitney cannot place lights in tree due to insurance. Butch is putting together an estimate. Showing signs of ash bore attack. D. Pinnow said don't invest money in trimming and light replacement. Sutherland said the tree can eventually be replaced.

Downtown business district parking: Olson emailed the Chief and Rich with BID districts suggestions. Rich will take this to public works.

Parking lot with city portion of the alley \$21,000 will be split 2/3 old parking lot 1/3 for alley. City will need to pay to remove concrete. 2 ½ inches on parking area and striped. Prices for business owners on south side of alley. Working it all together it will be a lot less for the city. His share will be \$12,000 to \$13,000 would like to entertain how BID will help with this. Parking lot is 66 x 132 – Jones only needs 8 for B&B and rest can be rented to business owners. Should be about 24 spaces when complete. Olson said biggest concern is spending money on private property and is not part of their plan. Give city right of 1<sup>st</sup> refusal if he decided to sell the lot. J. Pinnow asked if he has asked the Plan Commission for the BIP program.

Flag Schedule: Sutherland said that Patti sent a flag schedule. D. Pinnow said the chamber sent this out to the email distribution list.

Business owner parking downtown: D. Pinnow took letter to chamber board and will distribute to downtown. Olson should call her with BID suggestions to add to letter.

Green County Healthy Community road sign: Menzel stated that Green County Health applied for an award. Could this sign go on the tree city USA sign post? They are asking to place this on a population sign. Contact Rich to find out where these should be placed.

Wildflower Art Festival request: J. Pinnow moved to give \$400. Second by Jones.

Bills: none

Future Agenda Items: Collaborative meeting action steps, parking lot, continuity of BID and timeline of duties

The meeting was adjourned by Chairman Olson at 6:04 pm.

Next meeting – July 22, 2019

Respectfully submitted by Teresa Withee

Approved: July 22, 2019