

BUSINESS IMPROVEMENT DISTRICT
CITY OF BERLIN
BERLIN, WISCONSIN
5:30 P.M..

July 6, 2009
Council Chambers – Berlin City Hall

PRESENT: Nate Olson, Felicia Page, Tom Jensen, Faye Gelhar, Phil Pik and Jim Zamzow
ABSENT: Traci Hegner

The BID Board Meeting was called to order at 5:32 p.m. by BID Chairperson Tom Jensen.

Roll Call

Roll was taken.

Approval of Minutes

The minutes from the May 27, 2009 special meeting of the BID Board of Directors were reviewed. On a motion from Faye Gelhar and a second by Phil Pik, the minutes were approved as presented.

Approval of Financial Statements

There were no financial statements available for this meeting.

President's Report

None

Old Business

1. BID Operating Plan – No updates provided
2. Billboard Update – No updates provided
3. BID Invoices Update – Tom Jensen informed the Board that he had a meeting with representatives from the City and Berlin Journal Newspapers and the BID is now clear on what advertising bills they are responsible for. Felicia Page also offered to act as a liaison between the Board and Event Organizers for accountability of funds provided to the various organizations requesting funds from the BID.
4. Communication Lines Between Board Members – It was decided that the best way to communicate meeting times and agendas was through e-mail. Phil Pik circulated a sign-up sheet with the most current information on each of the BID Board members.

New Business

1) **Change of Wording - Façade Renovation Program**

The following wording is recommended for change in the Façade Renovation Program Description:

FROM: This program will be limited to one-time per business per owner within a five year period.

TO: This program will be limited to one-time per business within a five year period.

On a motion from Nate Olson and a second by Felicia Page, the recommendation passed unanimously.

2) **Facade Renovation Program Application - Dalm Properties**

This request was reviewed by the Board

On a motion from Felicia Page and a second by Phil Pik, the request from Dalm Properties was unanimously approved.

3) **Approval of BID Assessment Rate for Next Tax Period**

Discussion regarding the BID Assessment Rate was Reviewed.

A motion was made by Felicia Page and seconded by Nate Olson to keep the BID Assessment Rate for 2010 unchanged at \$2.95 per \$1,000 of Tax Assessed Value. The motion carried unanimously.

4) **Discussion Regarding Creation of the BID Assessment Bills**

Tom Jensen agreed to discuss this issue with City Administrator, Jodie Olson.

Meeting adjourned at 6:12 p.m. with a motion by Olson and a second by Gelhar. The motion carried unanimously.

Next meeting date is August 12, 2009

Respectfully submitted:

Thomas L. Jensen
Director