

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

September 10, 2008
City Hall Conference Room – Second Floor

PRESENT: Jim Lehr, Jody Heil, Jim Zamzow, Tom Jensen, Faye Gelhar
ABSENT: None
GUESTS: Sue Knoke, Paul Dlouhy

The September combined meeting of the Business Improvement District's Board of Director's was called to order at 5:30 p.m. by BID Chairperson Tom Jensen.

Roll Call

Roll was taken.

Tom Jensen made a motion to seat Traci Hegner at 5:45pm. Second by Lehr.

Approval of Minutes

There were no minutes to approve from the August Board meeting as no minutes were taken.

Approval of Financial Statements

BID financials were approved with a motion by Zamzow, 2nd by Gelhar. All approved. No further discussion.

President's Report

Jensen gave an update regarding the status of the vacant Executive Director position. Three applications have been received to date as a result of a newspaper article announcing Lisa Schillings resignation. Jensen further reported that the position must be posted (formally) in the paper and that he and City Administrator Jodie Olson were working on the job description and notice for publication. There was no discussion of the potential applicants as it wasn't appropriate without the formal publication of the vacancy.

Jensen made a recommendation to the Board to reallocate \$2,260.59 from Account E29-56-95001-110 (salaries) to account E-29-56-95004-399 (façade improvement program). This reallocation represents the salary not paid since Schilling's resignation that can be used for a program that has run out of budgeted money (for 2008) due to the high demand for the program. On a motion from Gelhar and a second from Zamzow, the recommendation carried.

This recommendation is formally requested of the Berlin City Council who must vote to reallocate the funds at a future meeting.

Old Business

Jensen reported that he was working on a budget for '09 that would be presented to the Board at a future meeting.

Discussion ensued regarding the following questions posed by Jensen:

- 1) Do we need to fill the Executive Director's position?
- 2) What is the future direction of the BID?
- 3) Do we need a BID?

The Board unanimously agreed that, due to the magnitude of the questions being posed, the entire BID membership should have input into answering these questions. As such, the Board agreed that the Annual Meeting of the BID which is scheduled for October would be the perfect opportunity to ask BID membership their feelings on these matters. Further discussion was tabled until the annual meeting.

New Business

Discussion ensued regarding the creation of a TIF District that encompasses a significant portion of the BID District. It was reported that a Public Hearing was held on September 9, 2008 where there was overwhelming support for the creation of a TIF District.

The survey of BID members conducted by Schilling prior to her resignation was discussed. Hegner agreed to summarize the surveys for the Board and report her findings at a future BID meeting (potentially at the Annual Meeting in October).

Meeting adjourn at 6:15 p.m. with a motion by Zamzow, second by Hegner.

Next meeting date is October 8, 2008 (BID Annual Meeting).

Respectfully submitted:

Thomas L. Jensen
Director