

Minutes from EDBID board meeting 12/19/2013 at HDR conference room at 8am.

Attendance: Pam, Steve, Sally, David, Kevin, Cadence, Kim, Mary Kay, Paul, Stephen and Roger.

Guest: John Dewhirst.

Meeting called to order at 8:02am.

No opening remarks.

Action Items from 12/5/2013:

Meeting with Jeff Taraday has been set up for Jan 14, 2014. The purpose of the meeting is to discuss the 501c3 and the Agency Service Agreement.

Member meeting has been set for April 30 in the Plaza room.

Minutes from 12/5/2013 were approved.

No Presidents report.

City Update: Approx. \$9788 is still uncollected. The Finance Dept's position is to wait until the Board decides how to handle delinquent accounts and what the next steps will be. Next billing of assessments is Jan 3, 2014.

A motion was proposed that "we forgive finance charges for the businesses who have paid their assessments less the service charges so they do not carry forward for 2014". There was a lot of discussion. Motion failed.

Treasurer Report: Paul reported that \$1766.85 was spent as of Dec 17, 2013 for member engagement and outreach.

Treasurer Report: Paul reported that he is switching to Quick Books in 2014.

Paul will meet with Roger and the Finance Dept. to discuss closing the books for 2013.

Kevin asked if we should budget a projected delinquency. It was discussed and we decided not to budget for it.

Committee Reports:

College Survey-Paul visited the class. They reported 85% active emails and current address list. They shared a lot of feedback. Paul will get together with Pam and update Master Business List.

In the future if we decide to work with EDCC, Paul recommended that we have a more defined and specific task list that can be completed in a 10 week period. Kevin suggested we contact Ailsa Kellum who is now teaching at EDCC, to see if her students would be interested in handling any projects.

RFP- Turnstyle has accepted the offer to proceed with negotiations. The committee met last week and went over Turnstyle's revised scope and budget. The committee sent the City's contract to Turnstyle. Turnstyle has their own contract. Cadence contacted Beresford Booth, they would charge \$375 per hour to review the contracts, or a Jr. attorney could go over it for less.

Cadence made a motion "that we send Beresford Booth the contract and that a Jr. attorney review it".

There was a discussion.. The motion was recinded.

Action: Cadence will contact Jeff Taraday and/or Sharon from Lighthouse to find out how to handle the contract.

A motion was proposed "If Cadence is unable to get ahold of Jeff Taraday, the Committee has the authority to spend up to \$2000 for attorney fees to review the contracts.

The motion was passed.

For future legal services we need a request for qualifications from other law firms within the BID. The contract timeframe with Turnstyle does not allow us the time needed to get the RFQs.

The committee notified the other firms that we have made a selection. They reported that some firms were disappointed with the process.

Member Letter: The board reviewed the letter and made changes. The letter will be sent out with the first quarter billing for 2014. It was suggested that we send out an additional letter or note to those businesses that are delinquent letting them know we are working with the Finance Dept. to develop a policy for handling delinquent accounts. We decided to hold off until after a policy has been determined.

Action: Mary Kay will make the changes to the letter and send it the finance dept.

Action: David will contact other BIDs to see how they handle their delinquent accounts.

Action: David and Kim will meet with Finance Dept. before the next meeting to discuss a policy for handling of delinquent accounts.

New Business: Kevin proposed we consider having non-BID members as advisors. They would be non-voting members. We will add that to a future agenda.

Public Comments: John Dewhirst from the Economic Development Committee and Tourism subcommittee talked to us about those committees. It was suggested that in the future when the BID is ready to spend money on tourism or marketing that we first talk to Stephen or Cindi and/or the EDC/Tourism board about leveraging our dollars. The EDC meets the 3rd Wed. of the month at 6pm in the Brackett room. Some board members will try to attend.

At the January 7, 2014 City Council meeting there will be a public hearing regarding the BD1 zoning for office/retail space.

Meeting adjourned at 9:34am.

Next meeting January 9 in the HDR conference room at 8am.