

Minutes

October 26, 2017

A meeting of the St. Joseph Downtown Community Improvement District board of directors was held on Thursday, October 26<sup>th</sup> from 8:32 am until 9:55 am in the Allied Arts Council conference room, 128 S. 8<sup>th</sup> St. Directors present were: John Spencer, Bobbi Jo Hausman, Pat Dillon, Royce Balak, Teresa Fankhauser, Lee Sawyer, Ron Barbosa and Rhabecca Boerkircher. Also present was Pat Modlin.

**Call to Order:** Chairman, John Spencer called the meeting to order at 8:32 am.

**Approval of Meeting Minutes:** Pat Dillon made a motion to approve the meeting minutes as written. Bobbi Jo Hausman seconded the motion and the board voted in favor (7-0).

**Financial Report:** Royce Balak gave the board a report on the financial status of the organization. After the report, Ron Barbosa made a motion to approve the financial report. Bobbi Jo Hausman seconded the motion and the board voted in favor. John Spencer stated that the Smith-Caldwell grant is still on the books and that it has been over a year since the grant was awarded. Since the owner has moved out of town it would be prudent to go ahead and rescind it so that the money can be re-appropriated. If they decide to continue with the project, they can apply for another grant. John Spencer made a motion to rescind the Smith-Caldwell grant for the property at 515 Felix Street. Royce Balak seconded the motion and the board voted in favor (7-0).

**Grant Request:**

Royce Balak gave the grant committee's recommendations on the grants that they received since the last meeting.

**Handpicked Series:** This is a grant that was submitted by Simon Fink for a concert series the band Big Oak Tree is doing at the Paradox Theater. The board had approved this grant for \$1,500 at the July 26<sup>th</sup> meeting. However, when the documentation was received to request payment it was discovered that the contracts for the artists included three for members of the band. It says in the grant requirements that the funds cannot be used to pay the salaries of the parties requesting the funding. Therefore, the committee is recommending that the grant be amended. Royce Balak made a motion to amend the grant to \$500 to pay for the artist that is not a band member and some marketing expenses. Pat Dillon seconded the motion and the board voted in favor (7-0).

**Christkindl Market:** This grant, submitted by Roger Lenander of First Lutheran Church is requesting \$3,500 for a holiday market that will be located in the Guenther Building at 8<sup>th</sup> and Charles. The event will benefit The Crossing ministry. While the event will be held in the CID district, the beneficiary is not located in the district. Therefore, the committee does not recommend funding the event. CID funds cannot be used outside the district. Royce Balak made a motion to decline the grant request. Lee Sawyer seconded the motion and the board voted in favor (7-0)

**Modlin Request:** Pat Modlin submitted two grant requests for his projects at 108 S. 8<sup>th</sup> St. and 722 Felix Street. The grant committee made a recommendation to approve both grant requests. The grant request for 108 S. 8<sup>th</sup> St. from Bottleneck, LLC would be used for the conversion of the upper level of the building into private event space. Royce Balak made a motion to approve the grant request. Funding would be dispersed when the entity receives a certificate of occupancy from the city of St. Joseph and documentation of 50% of the expenditures on the project. Lee Sawyer seconded the motion and the board voted in favor. The grant for 722 Felix Street would be for renovations to the building to create a retail entity, Felix Street Gourmet. Royce Balak made a motion to approve the grant request with funding being dispersed when Felix Street Specialty LLC receives a certificate of occupancy from the city of St. Joseph and documentation of 50% of the expenditures for the project. Bobbi Jo Hausman seconded the motion and the board voted in favor (7-0).

**Drug Clinic:** The board discussed the negative response that the downtown businesses are having to the St. Kolbe-Puckett Center for Healing locating downtown at 210 N. 7<sup>th</sup> St. Rhabecca Boerkircher told the board that the city council is having a work session on the subject on November 14<sup>th</sup> at 4:15 pm at city hall. The board requested that Rhabecca Boerkircher send out a postcard notifying all the downtown property owners and businesses of the meeting.

**Mosaic Life Care Update:** Pat Dillon gave the board an update on the Mosaic Life Care projects going on downtown. He said that the retail space/parking structure should be completed by the end of the year. He was optimistic at one point that the facility would be done by Thanksgiving but they have had a few complications that will delay it back to the original deadline. He said that he doesn't have an updates on what time of retail will locate in the structure. They do not know at this point what the city will be charging for the parking. They anticipate the space to be complete and Longboards to move in by the end of November.

**Food Kitchen Update:** Pat Dillon told the board that they are still collecting money for the project. The city has the plans and once the plan review is complete, they will do a ground breaking for the new facility.

**Felix Street Square Update:** Rhabecca Boerkircher informed the board that she and Pat Dillon received a positive response from the Tourism Commission on funding the street closures with hotel/motel tax money. Now, they have issues with the city council. They plan on bring the DIP (Downtown Improvement Project) committee back together to determine how they want to handle the issues.

**Adjourn:** Royce Balak made a motion to adjourn the meeting at 9:55 am. Ron Barbosa seconded the motion and the board voted in favor (7-0).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rhabecca Boerkircher", with a decorative flourish at the end.

Rhabecca Boerkircher  
Executive Director