



Minutes
January 28, 2016

A meeting of the St. Joseph Downtown Community Improvement District board of directors was held on Thursday, January 28, 2016 from 8:36am until 10:13am at the Allied Arts Council conference room, 128 S. 8th Street. Directors present were: Bobbi Jo Hughes, Royce Balak, Ron Barbosa, Teresa Fankhauser, Lee Sawyer and Rhabecca Boerkircher. Also present were Lance Taylor, Greg Bigham, Brian Carter, David Peppard and Bruce Woody. Directors absent were: John Spencer and Pat Dillon.

Call to Order: Vice-President, Ron Barbosa called the meeting to order at 8:36am.

Approval of Meeting Minutes: Royce Balak made a motion to approve the meeting minutes as written. Lee Sawyer seconded the motion and the board voted in favor (5-0).

Financial Report: After discussion by the board, Lee Sawyer made a motion to approve the financial report. Bobbi Jo Hughes seconded the motion and the board voted in favor (5-0).

Concession Stand Lease: Bruce Woody, city manager expressed his appreciation to Mosaic Life Care for constructing the building and their willingness to donate it to the city. Then, the board discussed the final terms of the lease with Bruce Woody and Brian Carter, the city's attorney. Brian Carter agreed to revise the document with the negotiated changes and get it back to the board for their signature.

Management Agreement: Lance Taylor, Greg Bigham and David Peppard, representing the St. Joseph Downtown Association, spoke to the board about entering into an agreement to manage the concessions building for them. Since the building has not been open, there is no record of the costs associated with running it. Lance Taylor presented the board an estimated income and expense report for the facility. Based on the report, he said that they anticipate a short fall of about \$5,000. It was the consensus of the board to enter into a management agreement with

The Association. Part of the agreement will be to provide the \$5,000 for expenses and to review it if it proves to not be enough to cover expenses.

Letter from Ronald Weir: The board deferred the letter from Ronald Weir requesting to be hired to clean the concessions building to the Association representatives since that responsibility will fall under their contract.

Grant Request from Allied Arts: This agenda item was tabled until the next meeting.

Ad in Progress Edition: Rhabecca Boerkircher inquired if the board wanted to purchase an ad in the News-Press progress edition. Royce Balak made a motion to purchase a ½ page ad in Profiles in Progress for \$1,225.00. Teresa Fankhauser seconded the motion and the board voted in favor (4-1, Lee Sawyer abstained).

Other Business:

Bids for maintenance and flowers: Rhabecca Boerkircher inquired if the board would like to get bids for the maintenance of the Gateway Park and to plant the downtown planters. The consensus of the board was to obtain bids on these services.

Adjourn: Royce Balak made a motion to adjourn at 10:13am. Lee Sawyer seconded the motion and the board voted in favor (5-0).

Respectfully submitted,



Rhabecca Boerkircher
Executive Director