



## Minutes

October 28, 2019

A special meeting of the St. Joseph Downtown Community Improvement District board of directors was held on Monday, October 28, 2019 from 11:40 am until 12:27 pm at Security Bank, 602 Edmond St. Directors present were: Ron Barbosa, Brett Carolus, Joe Houts, Teresa Fankhauser, Pat Dillon, John Spencer via phone and Rhabecca Boerkircher. Directors absent were: Bobbi Jo Hausman.

**Call to Order:** Chairman, Ron Barbosa called the meeting to order at 11:40 am.

**Downtown Partnership Meeting:** Ron Barbosa asked Pat Dillon to report on the October 14<sup>th</sup> Downtown Partnership meeting. Pat Dillon said that Tama Wagner is going to meet with the Downtown Association board and the Downtown First board to determine if there are any common goals that they can work on together. He said that despite the results of that meeting, Mosaic has decided to hire someone to take care of their interests with no allegiance to any organization. They will make their person available to contract for services with other organizations. The board discussed the need to operate as an independent organization and stay out of the fray. Since there is no structure for the Mosaic liaison position at this time, the board decided to move forward with putting together a committee to determine a job description for an administrative assistant. Ron Barbosa, Teresa Fankhauser and Joe Houts will serve on this committee. Teresa Fankhauser requested that Rhabecca Boerkircher send the committee the previous job description and the notes that she had previously provided to Ron Barbosa.

**Engel Response:** The board continued the discussion of the response from the CID attorney, Brian Engel about the legal requirements of the district. John Spencer suggested that they consider changing the frequency of the meetings.

**Concession Building Management Agreement:** Ron Barbosa informed the board that they management agreement with the Downtown Association has expired and not been renewed. The board discussed if they want to continue the current arrangement or make a change. It was the consensus of the board that they should continue to support the building and that there is a real need for a group to pay attention to it and maintain it as the Downtown Association has the past three years. Ron Barbosa said that he will talk with Bruce Woody about the possibility of entering into an agreement with the Downtown Association to lease it directly from the city. Discussion then focused on the gates and the idea that the CID would be in charge of obtaining the permits from the city, notifying the downtown businesses of when the gates would be closed and the operation of the gates. It was the consensus of board that this is not their responsibility and that the agreement just states that they will be in charge of insurance and maintenance of the structures.

**Memorandum to receive funding back from the Downtown Partnership:** Teresa Fankhauser made a motion to give Chairman, Ron Barbosa the authority to sign the Memorandum of Understanding with the St. Joseph Downtown Partnership to refund the sum of \$3,900.00 paid by the St. Joseph Downtown Community Improvement District for services that were paid for and not received by the St. Joseph Downtown Community Improvement District due to the actions of the St. Joseph Downtown Partnership board to cease all operations as of October 1<sup>st</sup>. Pat Dillon seconded the motion and the board voted in favor (6-0).

**November and December Meetings:** Because of the holiday schedule, the board decided to combine the November and December meetings. The next meeting of the St. Joseph Downtown Community Improvement District board of directors will be held on Wednesday, December 4<sup>th</sup> at 8:30 am at the Allied Arts Council conference room, 128 S. 8<sup>th</sup> St.

**Adjourn:** Joe Houts made a motion to adjourn at 12:27 pm. Brett Carolus seconded the motion and the board voted in favor (6-0).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rhabecca Boerkircher". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Rhabecca Boerkircher  
Executive Director