



# KK BID Board Meeting Minutes: Jan. 13, 2016

Bay View Library - 2566 S Kinnickinnic Ave. Milwaukee, WI 53207

Meeting called to order at 6:05 PM by Lee Barczak

## Roll Call - Lee Barczak

<b>Officers</b>		X	John Toutenhoofd
X	<b>President</b>	Lee Barczak	X
	<b>Secretary</b>	<i>Position Vacancy</i>	X
	<b>Treasurer</b>	<i>Position Vacancy</i>	X
			Mary Jo Mc Burney
			Mary Ellen O'Donnell
			Mike Bodow

## Treasurer's Report – Lee Barczak

Total	General Account	Savings Account	Art Stop Account	Events Account	Streetscape Account
\$68,866.12	\$10,074.31	\$54,207.68	\$1,203.16	\$326.91	\$3,054.06

## \*Secretary's Report - Lee Barczak

Meeting Minutes:	Motion	2nd	Motion Passed
12/16/15	John Toutenhoofd	Mary Jo McBurney	unanimous approval

*\* Due to board/officer vacancy, minutes will be recorded by the president's assistant, Carisse Ramos, until the position is filled.*

Motions for Consideration:	1st	2nd	Result

# Discussion

## Visioning and Development Committee Update - Lee Barzak

Discussion: <i>Visioning Conference</i>	Notes: <ul style="list-style-type: none"> <li>- Follow up to November Conference to be coordinated for late April 2016.</li> <li>- Focus on public engagement and feedback</li> </ul>
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## Streetscape Committee Update - Mary Ellen O'Donnell

Discussion: <i>Art Stop Update</i>	Notes: <ul style="list-style-type: none"> <li>- Kotze is still waiting for parts to be received for installation;</li> <li>- Recycling receptacle to be relocated from in front of BV Fire Department to Art Stop after ice thaws. DPW has marked the location of installation.</li> <li>- RFP for snow removal will be put out next week; Carisse to find and modify old RFP</li> <li>- Lee's maintenance man is taking care of snow removal for now, but effort should be made to find someone else to do the work</li> <li>- Mary Jo Mc Burney to send over contact info for her snow removal person</li> </ul>
<i>Flower Baskets</i>	<ul style="list-style-type: none"> <li>- Mary Ellen is soliciting quotes on the installation and watering of flower baskets this spring</li> <li>- Weighing out ROI (\$13K) and seeing if other decorative options would be more practical</li> </ul>
<i>Banners</i>	<ul style="list-style-type: none"> <li>- Write up in January issue of BV Compass about banner project</li> </ul>
<i>Holiday Decoration Contest</i>	<ul style="list-style-type: none"> <li>- Winter Wonder Windows Contest had very positive response from community and visitors</li> <li>- Also featured in January issue of Bay View Compass</li> </ul>
<i>Maintenance Agreement</i>	<ul style="list-style-type: none"> <li>- Received final draft; will be going over it with city</li> <li>- Questions regarding accuracy of proposed repayment schedule calculations – Lee to review</li> <li>- Need to verify with city if repayment must begin on April 2017</li> <li>- Questions raised regarding insurance coverage; can any annual permits be waived to help ease the financial burden of liability coverage and maintenance?</li> <li>- Lee to get bids on insurance coverage</li> <li>- Mary Ellen will present timeline/implementation schedule; focuses at present are gateway signage, wayfinding signage and greenspaces</li> <li>- At present, \$19,854.16 to be reimbursed by city funds</li> </ul>

## Safety and Community Update - Mary Jo McBurney

Discussion: <i>Pedestrian Safety</i>	Notes: <ul style="list-style-type: none"> <li>- Will follow up again in March</li> </ul>
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## Event Coordination Update - Mike Bodow (approved by common council, still to be sworn in)

Discussion: <i>Social Media Marketing Plan</i>	Notes: <ul style="list-style-type: none"> <li>- Pushed RFP deadline dates back due to question about city requirements</li> <li>- RFP circulated through mailing list and by direct emails to developers found online</li> <li>- Will present results of RFP at Feb meeting and give presentation prior to vote</li> </ul>
<i>BV Classic Update</i>	<ul style="list-style-type: none"> <li>- Lee to help Mike contact liquor distributors for additional funds and reach out to additional sponsors</li> <li>- Working on securing permit to have race shifted to later into the day/night</li> </ul>

	<ul style="list-style-type: none"> <li>- Need to confirm that Tamason Construction will be donating use of their floodlights</li> <li>- Securing additional volunteers for the day of the race will also be helpful</li> <li>- Mike will prepare presentation on the event and sponsorship opportunities at next meeting</li> </ul>
<i>March Blood Drive</i>	<ul style="list-style-type: none"> <li>- Participation for spring official confirmed by WBC</li> </ul>

**New Business & Additional Discussion**

<p>Discussion:</p> <p><i>JS Online Presentation by Sarah McCraw</i></p> <p><i>Board Vacancy</i></p> <p><i>BV High School Slalom Event</i></p> <p>RFP Procedure</p>	<p>Notes:</p> <ul style="list-style-type: none"> <li>- Board opted not to accept proposal for advertising with Journal Sentinel; Lee will reach out to Sarah to notify her of the final decision</li> <li>- Board openings available; Debbie Jeske, manager at BMO Harris has shown interest in serving on the board and taking on the treasurer position</li> <li>- One commercial property owner with his building located outside of the district is interested in paying in the max assessment charge (1K) in order to be part of the BID; Lee to look into bylaws to see if it is possible for non-district members to serve on the board if they opt into participating this way</li> <li>- BV High School teacher had reached to the BID for support in a long boarding fundraiser event to be organized and hosted by his students- details to come</li> <li>- Board is interested as long as KK BID is not held liable for any personal injury or loss as a result of the event</li> <li>- Mike and Carisse to set up meeting with teacher to discuss potentials for BID involvement</li> <li>- According to Ken Little from the DCD, there is no requirement from the city for a BID to send RFPs to the city for circulation unless the BID has established such requirements within their bylaws.</li> </ul>
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Meeting Adjourned	Motion	2nd	Motion Passed
7:15PM	Mary Ellen O'Donnell	Mike Bodow	unanimous approval

**Next Meeting Date: February 10, 2016 @ BV Library**