

**-SPECIAL SERVICE AREA NUMBER SIX
ADVISORY BOARD OF DIRECTORS**

Wednesday, October 23, 2013
2:00pm
Chamber of Commerce
622 19th Street, Moline, IL 61265

Minutes

BOARD MEMBERS PRESENT

Patrick Burke, City of Moline
Chris Lambrecht, LeClaire Hotel
Janet Mathis, Renew Moline
Beth Lagomarcino, Lagomarcino's
Matt Sivertsen, The Planning Center (via telephone)

STAFF MEMBERS PRESENT

Adam Holland, Moline Centre Main Street
Terri Smith, Moline Centre Main Street

CITY STAFF MEMBERS PRESENT

Tracy Koranda, City of Moline

Meeting called to order at 2:15 pm.

AGENDA ITEM 1 – Approval of Matt Sivertsen’s Electronic Attendance

Motion was made by Janet Mathis to approve inclusion of Board Member, Matt Sivertsen, via telephone. Second was made by Pat Burke. Motion was approved by all members.

AGENDA ITEM 2 – Approval of Minutes

Motion to approve the minutes from February 4, 2013 was made by Pat Burke. Second by Janet Mathis. Motion accepted. Motion was approved by all members.

AGENDA ITEM 3 - Budget

A fervent discussion was held regarding the proposed budget. Major conversation points were as follows:

1. The 2014 proposed budget that was presented to this SSA #6 Board did not agree with the proposed budget that was submitted to Council on October 15, 2013.
2. The proposed 2014 budget that was submitted to Council recommended \$257,225.
3. Counsel hesitated approving the proposed 2014 budget because the SSA #6 Board had not previously approved the 2014 budget numbers.
4. The last time this Board met with quorum was in February.
5. Tracy Koranda briefly educated the Board regarding assessing property values.
6. Further discussion ensued regarding the higher proposed budget and the budget submitted to the Board at this meeting. The Board was unclear as to the breakdown of percentage responsibilities between SSA #6 and SSA#5. There was also significant unease by all Board Members regarding their lack of involvement with the preparation of this budget.

7. Line items that need further clarification are:
 - a. Liability Insurance payment.
 - b. Percentage breakdown responsibilities between SSA#5 & SSA #6.
 - c. Boundaries and parameters of the proposed retail incubation program need to be developed.
8. After a very lengthy conversation, the Board apprehensively decided to move forward with the budget.
9. Janet Mathis moved to approve the proposed budget of \$257,225. Second by Chris Lambrecht. OPPOSED: Pat Burke. Motion carried by remainder of board. **The Board also wanted to make note that “they had complete lack of participation in the budget process for SSA #6, and were NOT involved with the process prior to submission to Council”.**

AGENDA ITEM #4 – Work Plan Presentation

Adam presented the Board with a 2014 Work Plan. A question arose regarding the incubator program. The Board had not previously been advised about this item. Adam explained that it was a possible rent subsidization program utilizing vacant buildings to bring in small start-up businesses. He will begin contacting other Main Street communities to find out the success and failures of this type of project.

Beth Lagomarcino asked if we would be placing an ad in the Quad Cities Convention & Visitors Bureau Guide for 2014. Previously, this ad had been paid for with a tourism grant through the City of Moline. A letter was sent to the City to request funds for the 2014 guide, but, because of budget cuts we did not receive funding for the guide. Terri advised the Board that our advertising costs are over budget to-date. Next year’s advertising budget is approximately \$6,000. Total cost for the back page of the 2014 QCCVB is \$6,200.

Beth felt that we should have a presence in this Guide, since it represents downtown Moline Centre as a whole. After further discussion, Adam indicated he would contact the Dispatch and find out what a half-page spread would cost and advise the Board regarding those costs.

AGENDA ITEM #5 – New Member Discussion

We are looking for new members who would be interested in holding a position on this Board. We need to find interested downtown property/business owners who would be willing to assist us in the oversight and placement of funds such as small scale improvement projects, programs and services, beautification efforts, marketing and promotional activities such as parades and festivals, and safety programs.

AGENDA ITEM #6 – New Business

There was no new business to address at this time.

Next meeting is scheduled for January 21, 2014, at 3:00pm. The meeting will take place at City Hall in the COW (Committee of the Whole).

This meeting was adjourned at 4:40pm.