

**Bass Street Landing SSA #5  
Annual Board Meeting  
May 11, 2015  
3:00pm  
Quad Cities Chamber of Commerce  
1601 River Drive, Suite 310**

**Minutes**

Board Members Present:

Dan Hance, Stoney Creek Hotel  
Laurie Peters, Ruhl Commercial  
Amy Kramer for Mike Wennkamp,  
Two Rivers YMCA

Board Members Absent:

Lew Steinbrecher, City of Moline  
Rodney Blackwell, FDP  
Mike Wennkamp, Two Rivers YMCA

Staff Present:

Adam Holland, Moline Centre  
Terri Smith, Moline Centre

The Bass Street Landing (SSA #5) Board Meeting was called to order at 3:00pm.

**Agenda Item 1: Approval of Minutes**

Laurie Peters made a motion to approve the minutes. Dan Hance seconded the motion. Motion was accepted by all members.

**Agenda Item 2: Budget Review 2014**

Adam Holland provided the Board with a final 2014 budget spreadsheet. He pointed out the following:

1. The hotel rebate dollar amount was higher than last year (\$35,620 vs. \$32,902). This was a result of hotel tax collected on room nights during the year. The tax is not going to be the same every year because they do not always sell the same amount of rooms.
2. There was an extra payment made in 2014 for Mechanical Room Rental. The extra payment was carried over into 2015. The reason there is a negative balance

showing at the end of 2014 was the extra payment was subtracted from the budgeted amount balance. See below.

2014 Rental Expense Budgeted Amount:	4,000
12 payments @ 326.25	<u>3,915</u>
Balance	85
2014 Extra payment	<u>326.25</u> (rolled into 2015)
2014 Rental Expense Balance	-241.25

3. The \$40,835.50 payment in July was the amount spent on plaza repair. Concrete repair in 2015 will amount to approximately \$23,000.
4. The decrease in revenue in the advertising budget was a result of promotional funding for the Lighting on the Commons.
5. The 2014 ending balance was \$16,207.20.

Dan Hance asked if Bass Street Landing was considered one of the Lighting On the Commons sponsors. Adam Holland indicated that, technically, yes, BSL is a sponsor, since it is one of the SSA's within downtown. Last year Moline Centre was credited as a sponsor on behalf of both SSA#5 & SSA #6. Dan felt that Bass Street Landing should be listed as a separate sponsor, since the BSL name is becoming a more recognized place.

Adam also indicated that there will be some significant changes taking place this year for the LOC event, adding that John Deere is also willing to contribute. He also suggested combining the existing Moline Centre Get Jazzed for the Holidays Open House with the LOC event.

### **Agenda Item 2: Budget Review 2015**

Adam Holland passed out an updated 2015 budget spreadsheet to the Board. He stated that liability insurance coverage will continue to increase due to several incidences and previous payouts.

Laurie Peters asked us to check on the \$71,278.68 January income for property tax and make certain it is correct. Terri Smith will check with Finance and advise the board.

Dan Hance asked Adam and Terri to have the SSA #5 monthly spreadsheet account headings/descriptions coincide and align with City of Moline finance department's asset reconciliation spreadsheet headings. This would make it easier for the board to identify and compare end-of-year numbers.

### **Agenda Item 3: Maintenance Update**

Adam Holland announced that concrete repair will take place on areas in front of River Station, near the fountain and pump room. Cost will approximate \$23,000. Dan Hance asked that we hold off on fountain and pump room repair until the fountain is fixed. Adam stated that the leaper jets are working, but need to be repositioned. Total repair to the fountain should approximate \$5,000 this year. This would include a new sump pump.

The April payment in the Contingency Account of \$1,211.25 is for the bike fix-it station. The fix-it station will be placed on a sidewalk (south side) of the YMCA Sylvan Boathouse, underneath one of the lights.

### **Agenda Item 4: 2015 Summer Concert Series Update**

The Thursday Night Summer Concert Series will begin on June 4. All bands have been lined up and 8 of the nine have been sponsored.

FDP has informed us that they will not allow use of the restrooms that are located within the KONE garage this year. As a result, we will have to order porta potties. Each individual unit will cost \$75 per month. We will probably rent two for the duration of the concerts.

We also have new media sponsors this year. They are Mediacon, WHBF/KLJB, B100 and Mickle Communications. There will be live remotes and tents for displays.

Amy Kramer stated that H2O Generation plans on having their Paddle Jam rental during the concerts, like they did last year.

### **Agenda Item #5- Other Business**

There was no other business to discuss.

### **Agenda Item #6 - Adjournment**

Meeting was adjourned at 4:00 pm. The next meeting is scheduled for August 17<sup>th</sup>.