

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

Wednesday, April 20, 2016
3:00 pm

Chamber of Commerce
1601 River Drive, Suite 310
Moline, IL 61265

Minutes

BOARD MEMBERS PRESENT

Matt Sivertsen, The Planning Center, Inc.
Amy Trimble, WaterMark Corners
Chris Schram, ConStruct Services, Inc.
Janet Mathis, Renew Moline

BOARD MEMBERS ABSENT

Beth Lagomarcino, Lagomarcino's
Erin Bruner, City of Moline

STAFF MEMBERS PRESENT

Adam Holland, Moline Centre
Terri Smith, Moline Centre

AGENDA ITEM #1 – Approval of Minutes

Minutes from the January 20, 2016 meeting were reviewed. A motion to accept the minutes was made by Janet Mathis. Chris Schram seconded the motion. Motion was approved by the entire Board.

AGENDA ITEM #2 – Budget Review

Adam Holland presented the Board with a 2016 budget spreadsheet. Numbers were up-to-date through March. He asked the members if there were any questions regarding those budget numbers. There were no questions regarding current numbers.

AGENDA ITEM #3 – Sidewalk Dining Barriers

Adam Holland announced that he was able to make traction with city staff regarding revisions for outdoor dining guidelines. Businesses that do NOT have a liquor license will NOT be required to have barricades for outdoor seating. They will, however, need to complete a licensing agreement and fill out a site plan.

BRIX is the only business, to-date, who has come forward and shown interest in obtaining barriers. Adam Holland indicated that there has been some expectation for the SSA to provide assistance/funding for those interested in outdoor dining. The cost that BRIX presented approximates \$8,000. Adam Holland asked the Board if they felt comfortable to help supplement costs for these projects. Discussion ensued and included the following comments:

1. Outdoor dining contributes to the vibrancy of our downtown. The board stated that they are committed to help support businesses who are interested in maintaining sidewalk cafés which, in turn, make our downtown a more energetic and dynamic place to visit.
2. Possibly set up a Sidewalk Café Guidelines Assistance Program (SCGAP) that is similar to the City of Moline Façade Program. This would include a committee that approves all applications.
3. Put aside a fixed dollar amount each year towards the program for sidewalk dining assistance. What is that dollar amount? Initial year funding should be higher since most establishments would be taking advantage of the program at this time. The budget could be scaled back in subsequent years.
4. What percentage of funds should be used individually?
5. Do we want to stipulate similar barricade materials? (Those businesses not obtaining financing assistance through an SCGAP would be able to put up barriers as long as they conform with City of Moline Sidewalk Café Guidelines.)

After a brief discussion the commission came to an agreement. \$10,000 will be set aside for assisting business owners with outdoor dining costs. Individual applicants will be able to apply for 50% of project costs with a cap of \$3,000.

Adam Holland made a motion to approve allocating \$10,000 from the 2016 SSA #6 budget towards assisting business owners with outdoor dining materials. This would apply only to business owners in SSA #6. A motion to accept a \$10,000 allocation pulled from the 2016 SSA #6 budget for use with outdoor dining materials was made by Amy Trimble. Janet Mathis seconded the motion. Motion was approved unanimously.

AGENDA ITEM #4 – New Business

There was no new business to discuss.

AGENDA ITEM #5 – Adjournment

Matt Sivertsen made a motion to adjourn. Everyone seconded the motion. Meeting was adjourned at 4:00 p.m.

Our next meeting is scheduled for July 20, 2016.

Respectfully submitted by Terri Smith