

**Minutes
Moline Centre Main Street Commission
4:00 p.m.**

Wednesday, November 15, 2017

**Quad Cities Chamber of Commerce
1601 River Drive, Suite 310
Moline, IL**

The Moline Centre Main Street Commission meeting came to order at 4:00 p.m. The Commission met in regular session in the Quad Cities Chamber of Commerce offices.

Commission Members Present:

Beth Lagomarcino's, Lagomarcino's
Jeff Anderson, City of Moline
Dave Parker, City of Moline
Matt Sivertsen, The Planning Center
Peter McDermott, McDermott Construction
Chelsey Hohensee, Metrolink
Omar Bradley, First State Bank

Commission Members Absent

Ajay Singh, Heart of America (HOA)
Dave Fortin, DF2 Consulting
Chris Schram, ConStruct Services

Staff Members Present:

Adam Holland
Terri Smith

Guests

Stephani Acri, City of Moline Mayor
Betsy Brandsgard, QC Chamber of Commerce

Matt Sivertsen called the meeting to order at 4:00 p.m.

AGENDA ITEM #1 – Public Comment

There was no public comment at this time.

AGENDA ITEM #2 – Approval of Minutes

Minutes from the October 18, 2017 meeting were reviewed. A motion to accept these minutes was made by Omar Bradley. Chelsey Hohensee seconded the motion. Motion was approved unanimously.

AGENDA ITEM #3 – Work Plan Review & Approval

Matt Sivertsen distributed a draft copy of the work plan for the board to review. Adam Holland stated that items discussed in our last meeting were integrated into this copy. He also indicated that the SSA #6 Board met last week and approved their portion of the work plan at the meeting.

Discussion on work plan as follows:

1. Jeff Anderson asked about the dollar amounts reflected next to line items within the Property Maintenance & Beautification section of SSA #5 and SSA #6. Adam Holland indicated that there was a strong desire to have numbers placed next to specific line items within the budget so that the Commission was able to ascertain amounts attributable to those areas. Beth Lagomarcino stated that some members of the Commission had done a walk-through of downtown last year and listed items that needed improvement, which helped determine those dollar amounts.
2. Matt Sivertsen (referring to Strategy 2, Continue Business Outreach & Education), asked how many participants attended the monthly Merchant Meetings? Adam Holland said that the majority of attendees are not on any of our boards; they are downtown business owners, and we generally have a good attendance.
3. Beth Lagomarcino proposed holding meetings to educate business owners about the functions of the SSA's and the Main Street Commission.
4. Omar Bradley advised the Board that Congress may eliminate the Federal Historic Tax Credit and asked how this might affect downtown projects. Jeff Anderson said that he spoke with members of the Historic Preservation Committee and they, along with other groups, will be preparing letters of support. He asked if this Board would like to participate.

After a brief discussion, Dave Parker made a motion to have a letter drafted to our representatives stating our support and interest in upholding the Federal Historic Tax Credit. Omar Bradley seconded the motion. Motion passed unanimously. Jeff Anderson will provide the Commission with a template to utilize for this task.

5. Jeff Anderson pointed out that the completion of the bridge is right around the corner and we should think of ways to celebrate that occasion at a regional level, with some type of huge community event. Ideas include, a ribbon cutting on both sides of the river, a festival, etc. Pete McDermott suggested tying the bridge opening and arrival of the Amtrak train together. This topic should be left on the agenda for future meetings.
6. Matt Sivertsen suggested that current economic events should be reported on a regular basis and added to the monthly agenda.
7. Chelsey Hohensee suggested combining the Holiday Hop and Lighting on the Commons together (under Focus 3, Strategy 1).
8. Beth Lagomarcino stated that we need to begin having discussions with regard to the bridge closing in 2019, and come up with a positive spin on coming to downtown.
9. Dave Parker asked if it would be possible to be provided with a financial breakdown of all the different events that we produce. Since he is a new member to the board he thought it would be helpful to see an income/expense report. Omar Bradley suggested that we be provided with a general overview statement, since this Commission does not file a 990. All monies flow through the Chamber of Commerce.
10. Final changes to the 2018 Work Plan are as follows:
 - a. Under Focus 3, Strategy 1. Change bullet point #4 to state "Plan and execute Holiday Hop (November 2018) and promote the Lighting on the Commons in conjunction with that event".
 - b. Under Focus 4, Strategy 1. Add a 5th bullet point to state "Provide regular feedback to the Commission on efforts made on Focus 1 & 2".

- c. Under Focus 4, add Strategy 4. To read "Strategy 4: Provide Financial Updates to the Commission".

After further review Dave Parker made a motion to approve the 2018 work plan with the inclusion of items stated in item #10 above. Omar Bradley seconded the motion. Motion was approved unanimously.

AGENDA ITEM #4 – Other Business

Jeff Anderson advised the Commission that a few years ago the Moline Historic Preservation Commission, in conjunction with Moline Centre and the City of Moline, developed a virtual walking tour. Several marketing materials were created and recently a volunteer, Frank Ege, developed a small flyer that could easily fit into a display case. The HPC has an annual budget of \$200 and they are looking at printing approximately 4,000 – 5,000. Jeff asked if this board would be interested in contributing to this project.

After a brief discussion, the Board concluded that we should assist with the production of this brochure. Adam Holland stated that there is money in the marketing budget and he will work with Frank Ege to find ways to lessen costs and produce the brochure. Beth Lagomarcino asked that we add the Main Street logo and the HPC logo to the flyer.

Jeff Anderson also advised the board that the City of Moline is preparing a grant application to the IDOT for the River to River Corridor. The idea is to connect the Mississippi River with the Rock River and neighborhoods in-between up to the new bridge. Part of the process will be to show community support, and to that extent we (Moline Centre) are on the northern perimeter of that project. Jeff Anderson asked the board if they would be willing to sign a support letter.

After a brief discussion Omar Bradley made a motion to have the board execute a support letter for the grant for the IDOT River to River Corridor. Dave Parker seconded the motion. Motion was approved unanimously.

Jeff Anderson will provide the board with a sample support letter.

Adam Holland told the board that the fountain has been winterized. The City of Moline Water Department will be responsible for future fountain maintenance.

Pete McDermott advised everyone that he has been in touch with the art teacher at Moline High School. The teacher has students who would like to paint holiday pics on windows downtown. If anyone is interested in participating, they should contact him directly and he will reach out to the teacher and let her know.

AGENDA ITEM # 5 – Adjournment

Dave Parker made a motion to adjourn. Beth Lagomarcino seconded the motion. Motion passed unanimously.

Next meeting is scheduled for December 13.

Respectfully submitted by Terri Smith