

# **Bass Street Landing SSA #5**

**Monday, November 20, 2017**

**3:00 p.m.**

**Quad Cities Chamber of Commerce**

**1601 River Drive, Suite 310**

## **MINUTES**

### **Board Members Present:**

Laurie Peters, Ruhl Commercial

John Miller, KONE

Kim Bothel, Stoney Creek Hotel & Conference Center

Mike Wennekamp, Two Rivers YMCA

### **Staff Present:**

Adam Holland

Terri Smith

### **Guests Present**

Daniel Zozaya, Global Communities

**Laurie Peters called the meeting to order at 3:00 p.m.**

### **AGENDA ITEM #1 – Public Comment**

There was no public comment.

### **AGENDA ITEM #2 – Approval of Minutes**

Kim Bothel made a motion to approve the October 6, 2017 minutes. John Miller seconded the motion. Motion carried and was approved by all board members.

### **AGENDA ITEM #3 – By-Laws Review**

A draft copy of the work plan was distributed to the board to review. Adam Holland stated that items discussed in our last meeting were integrated into this copy. Proposed changes were to update officer election to every two (2) years and change property owners to River Station and Caxton. He asked if any additional items should be changed before he provides this document to the City Attorney. Comments as follows:

1. Laurie Peters stated that the signature page of the BSL SSA Board Agreement needs to be updated. Kaizen Company is no longer in existence and should be changed to (updated owner) River Station LLC. Additionally, Bass Street Landing LLC is also gone. Kim Bothel believes that Stoney Creek Investors of Moline, LLC is still in effect, but will confirm.
2. KONE needs to be added to the signature page.

3. Adam Holland stated that he wanted to clarify that one person is eligible to hold more than one position on the board. He also asked, since we recently voted for 2-year terms, if we wanted to back-date the current positions of President, Vice President and Secretary or vote again in January. Laurie Peters stated that we should wait until January and then vote.

#### **AGENDA ITEM #4 – 2018 Budget Update**

Laurie Peters asked everyone to review the budget worksheet. Adam Holland stated that the budget is being presented in a newer format. Information is coming directly from Annaka Whiting (Planning and Development Department at City of Moline). She will provide up-to-date spreadsheets for our meetings. The new spreadsheet includes income/expense for the BSL Plaza Rental.

Comments as follows:

1. The 2018 levy will remain the same.
2. Payment to Agencies will be changed to \$48,000.
3. We have approximately \$132,000 in reserves.
4. Laurie Peters asked what KONE's contributable proportionate share is for Special Service Area #5. She thought that when the KONE building was complete, it would help decrease her (River Station's) contributable amount. She has not seen a change in contribution since they (KONE) have come on board. Adam Holland stated that he would contact Finance and obtain an answer for her by our next meeting.

#### **AGENDA ITEM #5 – Review Work Plan/Approval**

A draft work plan was distributed to the Board. Adam Holland stated that this plan has been broken down and simplified into sections for the Main Street Commission, SSA #5 and SSA #6. Comments as follows:

1. Adam Holland announced that the City of Moline Water Department will now be responsible for fountain maintenance. He also mentioned that several concrete projects within the SSA took place this year. Concrete work is ongoing and is determined annually, depending on what the damage might be.
2. Maintenance is responsible for snow removal within the SSA #5 area.
3. Mike Wennekamp asked if we could ascertain what areas around the bike path were our responsibilities. He also felt that the mowing dollar amounts were high.
4. Laurie Peters commented that the parking stall areas between the River Station Building and Caxton Building accumulate a lot of trash. She asked that we contact maintenance to make certain that those areas are being addressed.

After a brief discussion, John Miller made a motion to approve the 2018 Work Plan. Mike Wennekamp seconded the motion. Motion carried and was approved by all board members.

## **AGENDA ITEM #6 – Other Business**

Adam Holland announced the following regarding the fountain:

1. It has been winterized.
2. All parts are working.
3. The outer jets run from 6:00 a.m. to 10:00 p.m. There is a touch pad that will activate the inner jets for a 5-minute cycle.
4. The auto-fill and shut-off switches are fully functional.
5. We still need to acquire small rubber inserts to place into the jets and nozzles.
6. We will do a ribbon cutting for the new fountain in the spring of 2018.

Mike Wennkamp advised the board that the Sylvan Boat House has been renamed and is now known as the Bass Street YMCA. The interior has been remodeled and new fitness equipment added. Group exercise and personal training will be available at the facility. It will be open to members and guests from 4:00 a.m. to 7:00 p.m. weekdays; and 6:00 a.m. to 10:00 a.m. on Saturday and Sunday. A ribbon cutting will take place on January 17<sup>th</sup> to celebrate the changes.

Mike Wennkamp also asked if we could push the annual meeting to January 22, 2018 instead of January 8, 2018. Everyone agreed. The January 8 meeting will be rescheduled to January 22 at 3:00 p.m. at the QC Chamber of Commerce offices.

There were no other items to discuss.

The meeting was adjourned at 4:00 p.m.

Respectfully submitted by Terri Smith