

# **Bass Street Landing SSA #5 Meeting**

**Thursday, May 14, 2018**

**3:00 p.m.**

**Quad Cities Chamber of Commerce**

**1601 River Drive, Suite 310**

## **Minutes**

### **Board Members Present:**

Laurie Peters, Ruhl Commercial

Kim Bothel, Stoney Creek Hotel

John Miller, KONE

### **Board Members Absent**

Mike Wennekamp, Two Rivers YMCA

### **Staff Present**

Adam Holland

Terri Smith

### **Guests Present**

Paul Rumler, CEO Quad Cities Chamber of Commerce

Annaka Whiting, City of Moline Planning & Development

### **AGENDA ITEM #1 – Call to Order**

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

### **AGENDA ITEM #2 – Public Comment**

There was no public comment.

### **AGENDA ITEM #3 – Approval of Minutes**

John Miller made a motion to approve the February 8, 2018 minutes. Kim Bothel seconded the motion. Motion carried and was approved by all members.

### **AGENDA ITEM #4 – Review/Approve Maintenance RFP's**

Adam Holland stated that we received 3 responses to the Maintenance RFP that was posted. They were from L & L Lawn Maintenance, Quality Construction and NAI Ruhl Property Management.

He indicated that Ruhl did not share hourly pricing rates and failed to include snow removal figures. The other two bids did include hourly rates and snow removal pricing. Adam Holland said that to obtain the hourly rate he took the average of Quality's figures over the last three years and divided that number by their hourly rate of \$30.25. The total came to 635 hours.

Quality Construction indicated that they would hold their hourly rate the same for the next three years. Adam Holland stated that we have been very happy with their work in the past.

Adam Holland also indicated that he did call on the references that were listed for L & L, and most were less than positive comments. According to the references, they needed some hand holding on projects, time constraints not met, inadequate snow removal, negative appearance, etc.

After a brief discussion about the contracts, John Miller made a motion to retain Quality Construction as our maintenance provider for the next three years. Kim Bothel seconded the motion. Motion was approved unanimously.

#### **AGENDA ITEM #5 - 2019 Budget**

A copy of the 2019 Budget was distributed. Comments as follows:

1. The property tax levy reflected a \$5 increase.
2. Plaza rental fees reflected an average of \$1,600.
3. Utilities remained even.
4. There was a decrease of \$1,430 for Professional/Technical services.
5. The Payment to Agencies was increased to \$85,120. (Last year reflected \$83,225)
6. Rental expense was down \$75.
7. Contractual Services was also down. (\$67,100)

Laurie Peters asked if we were going to replace concrete within the SSA this year. Adam Holland stated that the City is in the process of replacing certain areas. She asked what repairs would cost. He indicated costs would be approximately \$6,274.25 and would come out of Contractual Services. Concrete repair will take place in the next few weeks.

There was a brief discussion on the difference between Plaza Repair and Plaza Surface Maintenance. Adam Holland said that those two line items could be combined, if everyone was in agreement.

Annaka Whiting also added that an amendment can be made to the budget. Amendments usually take place in the months of June and October.

After a final discussion Kim Bothel made a motion to accept the 2019 budget. John Miller seconded the motion. Motion was approved unanimously.

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

Adam Holland indicated that we have all bands lined up for this year's summer concert series. Another sponsor has come on board, which makes a total of 10 sponsors this year. Money not used for the concert series will be written back into SSA #5.

The QC Craft Beer fest was successful, despite the weather. We had a little less than 400 people in attendance. This is a great event that promotes our downtown and helps local businesses.

**AGENDA ITEM #7 – Adjournment**

Kim Bothel made a motion to adjourn. John Miller seconded the motion. Meeting was adjourned at 3:30 p.m.

Respectfully submitted by Terri Smith

Draft Copy Subject to Approval