

NOTES
Special Service Area #6
3:00 p.m.

Wednesday, July 18, 2018

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

The Special Service Area #6 Board Meeting did not reach a quorum. The following items were discussed.

Board Members Present:

Amy Trimble, WaterMark Corners
Chelsey Hohensee, Metrolink
Larry Anderson, Moline Glass

Board Members Absent

Ajay Singh, Heart of America (HOA)
Mark Roemer, Property Owner
Chris Schram, ConStruct Services
Pete McDermott, McDermott Construction

Staff Members Present

Terri Smith

Visitors Present

Leslie Anderson, Quad Cities Chamber of Commerce

AGENDA ITEM #1 – Public Comment

There was no public comment.

AGENDA ITEM #2 – Approval of Minutes

Due to lack of quorum, minutes were not approved.

AGENDA ITEM #3 – 2019 Budget Review

The 2019 budget was approved by a quorum electronically. We were unable to confirm for the minutes at this meeting due to lack of quorum. We will confirm the vote at our next meeting.

AGENDA ITEM #4 – 2018 Budget Update

Tara Osborn from the City of Moline was unable to attend this meeting. Additionally, there was no discussion due to lack of quorum.

AGENDA ITEM #5 – Transition Plan

Leslie Anderson, with the Quad City Chamber of Commerce, updated the board on the Moline Centre Executive Director position. A decision was made to eliminate the Main Street Coordinator position and have just one employee for the Main Street Program, which will be a Main Street Executive Director. The position has been posted internally. It will be posted externally next week.

Leslie stated that there are a lot of “moving parts” being discussed right now with regard to the Main Street program, one of which will be new accounting procedures. She also asked if we had one budget spreadsheet which combined both budgets (City of Moline/Chamber). Amy Trimble stated that we did not and would like to see a better budget representation. Leslie indicated that she would be able to create a spreadsheet that is more explicable for members.

AGENDA ITEM #6 – Capital Improvement Projects

This item was tabled.

AGENDA ITEM #7 – Procedure Change for Posting Minutes

There has been a request made to have minutes posted to the City of Moline’s website in a timelier manner. Previous practice had been to post the minutes once they had been approved by the Commission. The new practice is being recommended to post the minutes with a ‘DRAFT- SUBJECT TO APPROVAL’ watermark until the Commission has voted to approve of said minutes.

AGENDA ITEM #8 – Holiday Lighting

Terri Smith is in the process of locating contracts/procedures for holiday lighting this year. She will report back to the board at our next meeting.

AGENDA ITEM #9 – Director’s Report

Terri Smith reported the following:

She and Adam shared various meeting responsibilities and she is now in the process of allocating part of her time to attend those meetings. Some of those meetings include; weekly meetings with City Staff to keep updated on activities in Moline, Special Event Committee meetings, Monthly PMT Meetings, etc.

We are midway through the Concerts series and it continues to go well, with over 600 in attendance. The Summer Concert series picked up two new sponsors:

- a. Band sponsor Re-Max River Cities
- b. University of Iowa Community Credit union is now a Stage & Vehicle Co-Sponsor along with Courtesy

She is working on typing up the contracts for property maintenance services in SSA #5 & SSA #6 so that they can be placed on the COW agenda. Those should be completed this week.

She is also in the process of gathering data metrics for Moline Centre for the Chamber's Annual Report, for their annual meeting which takes place on August 23rd this year.

Working with Lori Turner who is assisting the Parks and Rec dept. on their upcoming Fur and Friends Fundraiser on August 19th at Riverside. We are contacting downtown business owners to see if they would promote by offering specials on food or drinks. Proceeds will benefit converting Butterworth Park into a Dog Park.

One of the Business owners at our monthly Merchant's Meeting discussed the need to integrate training programs for hotel front desk employees throughout our region. One of her EE's was at a Moline hotel and asked for a recommendation for lunch and the staff only knew about Subway. Molly, from the CVB concurred, that this is an issue, so we are going to work together and contact hotel management to discuss the situation and see if there is some sort of training that EE staff could go through to obtain more knowledge about the area.

AGENDA ITEM #10 – Other Business

There were no other items to discuss

Respectfully submitted by Terri Smith

Next meeting is scheduled for August 15, 2018