

BUSINESS IMPROVEMENT DISTRICT BOARD

REGULAR MEETING

3:30 p.m. Thursday, April 22, 2010  
Commission Room – City Hall

MINUTES

The meeting was called to order at 3:30 p.m. Members present: Smith, Frericks, Bosch, Scott. Members absent: Gabbert, Schiltz. Others present: Dan Statema, Erica Beck, Brent O'Neil.

**Approval of February 25, 2010 Meeting Minutes**

Motion by Frericks, second by Bosch to approve the February 25, 2010 meeting minutes. Motion passed 3 yes, 0 no (Scott excused).

**Review and Approve BID Board Bylaws**

Bylaws were reviewed and changes suggested. Motion by Scott, second by Frericks, to approve the BID board bylaws as presented with minor corrections and the following revision regarding membership:

- At least three members should be owners or owners' representatives of real property within the district, one of which is assessed the maximum amount.
- At least one member should be a district resident.
- At least one member should operate a business within the district.
- At least one member should represent the DTSF, Inc. Board of Directors.

**Discuss Renewal Terms for Current Members**

Staff noted that five members had terms expiring in May and that member Schiltz was not seeking reappointment. Others consented to being reappointed. The board recommended Larry Rehfeld be submitted to the Mayor's office for consideration of appointment, and any other names be submitted via email to the Planning department.

**Status Update on Renewal Process**

Dan Statema presented DTSF's recommendation of potential changes to the BID assessment formula through 2015. A summary of the DTSF proposal is as follows:



- A phased increase of the assessment rate beginning in 2013. In 2015 the land rate would be 1.15 mills and building improvements rate would be 1.65 mills.
- A phased increase of the land and building improvement caps beginning in 2011. In 2015, the land assessment cap would be \$450 and the building improvements cap would be \$3000.
- A phased elimination of the industrial property exemption beginning in 2011. Beginning in 2015 industrial properties would pay the full assessment.
- A phased elimination of the 50% apartment housing exemption beginning in 2011. Beginning in 2015 multi-family properties would pay the full assessment.
- DTSF proposed a 5-year assessment period rather than the existing 3-year period.

#### **Set Official Implementation Timelines**

Staff presented timelines on action steps for both ordinance changes regarding BID formulas and to reauthorize the assessment beginning in 2010. Final council action on the ordinance changes was marked as August 2, 2010. Final council action on the reauthorization was marked as August 9, 2010. Motion by Scott, second by Bosch to adopt the BID timelines as proposed.

#### **Adjournment**

The meeting was adjourned at 4:25 by chairman Smith.