



CITY OF MARSHFIELD
MEETING NOTICE

AGENDA
MEETING OF THE DOWNTOWN MARSHFIELD
BUSINESS IMPROVEMENT DISTRICT BOARD
8:00 A.M.
WEDNESDAY, JULY 16, 2014
Room 108, City Hall Plaza

1. Call to Order
2. Approval of May 6, 2014 minutes
3. Citizens comments
4. Financial update
 - a) 6/30/14 Main Street Marshfield financial statement
 - b) Discussion of any known or potential variances to budget > \$2,500
5. Results of business calls in the last quarter
6. Recent or planned promotional events
 - a) Hub City Days
7. Director report:
 - a) Update on vacancies/new businesses
 - b) Main Street accomplishments/special projects
 - c) Professional development activities
 - d) Changes in Board of Directors or staff
 - e) Discussion of 2015 BID Operating Plan
- 8) Next meeting date
- 9). Items for future agendas
10. Adjournment

NOTICE

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk at 630 South Central Avenue or by calling (715) 384-3636.

Business Improvement District Board
Minutes of the May 6, 2014

Meeting called to order by Steve Barg, City Administrator, at 8:00 am in Room 108 of City Hall.

Board Members Present: Carol Knauf, Tom Buttke, Scott Koran, Shelly Babcock, and Al Nystrom

Board Members Absent: Pat Schreiner and Duane Schutz

Others Present: Tony Abney, Steve Barg, Amy Krogman, and Denise Sonnemann,

Steve Barg asked for nominations for Chairperson

Scott Koran nominated Al Nystrom.

BID14-02 Motion by Tom Buttke, second by Carol Knauf to elect Al Nystrom as Chairperson

Motion Carried

Al Nystrom took over the meeting

Al Nystrom asked for nominations for Vice-Chairperson.

Tom Buttke nominated Carol Knauf and she declined.

Carol Knauf nominated Scott Koran.

BID 14-03 Motion by Carol Knauf, second by Shelly Babcock to elect Scott Koran as Vice-Chairperson.

Motion Carried

BID14-04 Motion by Carol Knauf, second by Scott Koran to approve the minutes of the January 15, 2014 meeting.

Motion carried

Citizens Comments:

Steve Barg reported on the Economic Development Board:

- They are currently working on the Downtown Master Plan. The Board has chosen Place Dynamics to recommend to the Council. The Council will address this at its May 13, 2014 meeting. Once approved, the process will begin immediately. The goal is to be done by January 2015.

- A forum was held on April 9th at the UW regarding the housing study. Attendance was good. The housing study report has a lot of recommendations which will go to the Economic Development Board and Common Council to best determine how these issues can be dealt with.
- In July the committee will begin the budget process. This will be the second year that the committee has disbursed the Marshfield Utilities dividend. Al Nystrom asked if there was any decision regarding Main Street Marshfield. The question that will come up is how much of Main Street Marshfield constitutes economic development. The committee discussed the room tax monies and if Main Street Marshfield could tap into any of these funds.

Maple Avenue rail crossing will be closed for 3 weeks, during which time traffic patterns will be watched, and all information will be taken back to the railroad before a decision is made to permanently close it.

Main Street Marshfield currently has a deficit is approximately \$17,000. If this continues, they will need to go into their reserves.

Denise Sonnemann and Karen Issacson (MACCI) are working together and talking with the downtown businesses. The results have been positive to show Main Street and MACCI working together.

Denise Sonnemann went to a director training on business succession. Trying to get business owners to think who will take over 10 to 15 years down the road.

New events in 2014 include:

- Kick Off to Summer Block Party – held on Central Ave, 100 block. This event will be held in June. Will have a local band playing and the three bars on that block will have a beer garden.
- 3 on 3 basketball tournament during Hub City Days. There will not be a car show at during Hub City Days.
- Discover Who's Who. Business owners/employees will have their picture and one sentence about their business in the Buyer's Guide. People will have to figure out who works for which business.

Business changes

Closed

- Muscle and Fitness

New

- Knight Barry
- Pampered Pooch Emporium and Pampery
- Bacci

Moving

- Northwest Mutual, moved into Founder Square
- Contours is moving back downtown on E. 3rd

Staff changes

- Denise Sonnemann has accepted a new position. Her last day is May 16th.
- Dana Upton has resigned from the board and Mike Eberl has accepted the position.

Motion by Carol Knauf, second by Scott Koran to adjourn at 9:10 a.m.

Respectfully submitted by:

Amy Krogman
Administrative Assistant III