



Business Improvement District No. 2 Board Agenda

1:30 p.m. Meeting

Friday, March 13, 2020

South Dakota Room – Vermillion Public Library

18 Church Street

Vermillion, South Dakota 57069

1. **Call to Order**
 - a. Roll Call

2. **Approval of the Minutes**
 - a. March 11, 2020

3. **Adoption of the Agenda**

4. **Visitors to Be Heard**

5. **Old Business**

6. **New Business**
 - a. Discussion to choose a Consultant to Develop a Scope of Work and Cost for Services.

7. **Adjourn**

Unapproved Minutes
Business Improvement District No. 2 Board
Wednesday, March 11, 2020 at 1:45 p.m.

The meeting of the City's Business Improvement District No. 2 Board was called to order on the Large Conference Room at City Hall on March 11, 2020 at 1:45 p.m.

1) Roll Call

- a) Present: James Waters, Michelle Maloney (1:50 p.m.), Martin Prendergast, Patrick Morrison
- b) Absent: Phyllis Packard
- c) Staff Present: Jose Dominguez (City Engineer), John Prescott (City Manager), James Purdy (Assistant City Manager)

2) Approval of the Minutes

- a) March 5, 2020 minutes
Moved by Prendergast to adopt March 5, 2020 regular meeting minutes as written, seconded by Morrison. Motion carried 3-0.

3) Adoption of Agenda

Moved by Prendergast to adopt the agenda as printed, seconded by Morrison. Motion carried 3-0.

4) Visitors to be Heard

No comments given.

5) Old Business

None.

6) New Business

- a) Consultant Interview with Shortlisted Consultants (KLJ at approximately 2:00 p.m., Stockwell at approximately 3:00 p.m., and Banner at approximately 4:00 p.m.), with discussion following to choose a Consultant to Develop a scope of Work and Cost for Services.

Mr. Paul Knofczynski (Project Manager with KLJ) presented the approach that KLJ proposes for the Downtown Streetscape project. Discussion followed.

Mr. David Locke (Landscape Architect with Stockwell) presented the approach that Stockwell proposes for the Downtown Streetscape project. Discussion followed.

Mr. Rich Uckert (Project Manager with Banner) presented the approach that Banner proposes for the Downtown Streetscape project. Discussion followed.

Waters asked if a decision needed to be made at the meeting, or if they could have additional time. Dominguez answered that in order to not fall behind on the aggressive schedule a decision needed to be made no later than Friday, March 13th.

Maloney asked if additional questions could be asked to the Consultants. Dominguez responded that an email with questions can be sent to the Consultants, but that they all would be asked the same questions. Dominguez further stated that a decision would need to be discussed by the Board at an actual meeting and not through emails.

Based on the interviews it was decided to remove KLJ from further discussions regarding the project. It was further agreed to ask the remaining consultants the following questions: what are the cost savings between having an in-house landscape architect and teaming up with a firm that offers landscaping architectural services? How will the cost of the already having a conceptual design be defrayed? What are the total construction, and design, costs for some of the projects (separate the design cost from the construction cost)? The Board also agreed to meet on Friday, March 13th to further discuss the interviews.

7) Adjourn

a) Meeting adjourned at 5:34 p.m.