

Unapproved Minutes

Business Improvement District No. 2 Board
Tuesday, April 30, 2019 at 2:30 p.m.

The meeting of the City's Business Improvement District No. 2 Board was called to order in the Small Conference Room at City Hall on April 30, 2019 at 2:30 a.m.

1) Roll Call

- a) Present: James Waters, Phyllis Packard, Michelle Maloney (2:35 p.m.)
- b) Absent: Martin Prendergast, Patrick Morrison
- c) Staff Present: Jose Dominguez (City Engineer), John Prescott (City Manager), James Purdy (Assistant City Manager)

2) Minutes

- a) March 14, 2019 Regular Minutes.

Moved by Packard to adopt March 14, 2019 regular meeting minutes as written, seconded by Waters. Motion carried 3-0.

3) Adoption of Agenda

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

4) Visitors to be Heard

No comments given.

5) Old Business

No items presented

6) New Business

- a) Changes to Schedule

Dominguez presented an updated schedule. Dominguez explained that due to difficulties acquiring funds for the project we have fallen behind the schedule adopted at the December 12, 2018 meeting. Dominguez presented a new schedule that maintained the same date for the construction of improvements as the schedule adopted on December 12, 2018. However, all of the dates prior to that have been moved by approximately two months. Staff expressed concerns regarding the fact that the final project deadline of October 2020 might not be attainable due to all of the items left to do. Discussion followed.

Staff was directed by the Board to maintain the final date as agreed at the December 12, 2018 meeting and to move the date of all of the remaining items as proposed by Staff at this meeting.

- b) Review of 'Downtown Vermillion Streetscape Plan Business Improvement District' Publication

At a previous meeting the Board requested that Staff develop a publication that the Board could use when discussing the proposed

project with the public. Staff would compile the information provided by the Board onto the publication and then present it to the Board for their approval. Dominguez presented a two sided publication to the Board. The first page briefly explained the proposed project, the second page discussed the proposed cost, the proposed schedule, and who the Board members are. Discussion followed.

The Board directed Staff to review the cost to ensure that it matched the cost discussed at previous meetings, and that the schedule should reflect any changes discussed in item 6.a of today's meeting.

7) Adjourn

- a) Motion to adjourn by Maloney, seconded by Morrison. Motion carried 3-0. Meeting adjourned at 3:40 p.m.