

City of Portage
Minutes of Business Improvement District Board of Dir. meeting
Wednesday May 8th, 2013
Municipal Building 115 West Pleasant Street,
Conference Room One

Meeting called to order at 7:30 a.m.

- 1. Roll Call:** Present: Peggy Joyce; President; John Krueger; Vice President; Dennis Rupers, Treasurer; Chris Shadel, Steve Polnow, Shane Schmidt, Jim Rusch. All members present.
Non-Board Members Present: City Administrator, Shawn Murphy, Gil Meisgeier, BID Contractor, Main Street Portage Ex. Dir. /BID Administrator;
- 2. Approval of April 13th. 2013 Minutes.**
Motion to approve April 10th 2013 minutes by Shadel. 2nd. Rusch. Motion carried, all in favor.
- 3. Treasurer's Report, Claims to pay & Financials Report**
Motion to amend previous Treasurer's reports date to read 03/31/13.
report by Polnow, 2nd. Rupers. Motion carried, all in favor.
Claims to pay Motion to pay claims as presented by Treasurer. Motion by Shadel, 2nd by Krueger; Motion carried, all in favor.
Motion to pay extra \$200.00 for printing of 5,000 additional Dells/Ad/Lit racks cards for local use. Motion by Shadel; 2nd. Krueger. Motion carried, all in favor.
Financials: Motion to approve financials as presented by Treasurer. Motion by Krueger, 2nd Shadel. Motion carried, all in favor.
Motion to approve BID Contractor using BID credit card for all BID purchases. Motion by Schmidt, 2nd. Rupers; Motion carried, all in favor.
Treasurer Rupers acknowledged receipt of BID owned properties that was sent to all BID Board members.
Motion was made to approve \$500.00 for purchase of a full page in color in the Capital Publications "This Week In The Dells" using the "100 REASONS" format as in the "103 Reasons" mag. Motion by Polnow, 2nd. Schmidt. Motion carried, all in favor.
Discussion took place as to disposition of BID tree guards that were disposed of by City crew. Contractor stated that he was informed by Shawn Murphy and Mayor Tierney that Street Superintendent Standke made the decision to scrap approximately 22 guards and broken tree grates based on condition. Contractor was advised to follow up on the proceeds of scrapping the above mentioned BID owned items.
- 4. Introductions of guests in attendance.** City Administrator, Shawn Murphy and Patrick Strain of Turning Points Theater Company were recognized and welcomed as guests.
Shawn Murphy gave a presentation on the forthcoming Storm water assessment to property owners. Questions & answers followed.
Patrick Strain gave a presentation on his planned theater company development in the Downtown. The board was supportive of his efforts and he was encouraged to go forward with his plan.

5. Meisgeier presented correspondence from State of Wisconsin Department of Health Services re:the WIC and Seniors Market Nutrition Program.
6. **Schmidt gave report on Portage Area Community Center planned for former Woolen Mill site.**
7. **Discussion and possible action on BID Contractors report.** Motion to approve report by Rupers, second Polnow, motion carried all in favor.
Motion to approve request of BID Contractor to purchase 9 additional oak whiskey barrel planters at \$25.00 each (\$225.00) for planting of flowers on canal Tow Path and River Walk trail portions in the BID.
Motion by Joyce, 2nd Rupers. Motion carried, all in favor.
Contractor reported that new banners came in and that he made arrangements with City Street Superintendent Standke to put up the new banners on 100 blocks of East and West Cook St. which was done.
8. **MSP Executive Directors Report** was approved on a motion Polnow, 2nd by Rupers. Motion carried All in favor.
9. **Requests for financial assistance:** Written request for \$250.00 was presented by Alder Doug Klapper for \$250.00 on behalf of the Fox Wisconsin Heritage Parkway 2013 Heritage Paddle from Pardeeville to Portage Paddle on June 1st. Motion to approve was included in the Claims to Pay motion.
10. **Report on Marketing Program** included Summary of BID Marketing placements were presented by Meisgeier,
11. **Report was given on City projects in the BID.** A report was given by Meisgeier re:
Mayor Tierney's re-formation of the Canal Ad-Hoc Committee to proceed with advising City Council on next phase of Canal project.
Welcome Center project has been put off until 2014.
11. **Motion to adjourn** at 9:19 a.m. Motion by Polnow, 2nd Schmidt, Motion carried.

Prepared by GAM
Approved by Pres. Joyce