

City of Portage
Business Improvement District Board of Directors
Wednesday, August 13, 2014, 7:30 a.m.
City Municipal Building, 115 West Pleasant St.
Conference Room One
Minutes

Present: President- Peggy Joyce, Vice President John Krueger, Treasurer Shane Schmidt, Secretary Dennis Rupers, Ian Dumbleton, Myrna Hooper.

Also present: Alderman Richard Lynn, Marlena Cavanaugh from Cavanaugh Enterprises & BID Contractor, Scott Davis.

1. Roll Call

The meeting was called to order at 7:30am by President Joyce.

2. Discussion and request for approval of BID Meeting minutes for July 9, 2014.

President Joyce presented the minutes from July 9, 2014 and asked for a motion to approve the minutes as presented. Motion by Krueger, second by Dorn to approve minutes for July 9, 2014 meeting. Motion carried unanimously. July 9, 2014 Minutes included as Addendum 1.

3. Discussion and possible action on Board resolution to encourage the Columbia County Board of Supervisors to review and consider having all County Services located within the downtown area of Portage.

Rupers distributed the resolution that the Executive Committee drafted for review by the BID Board. Rupers asked if there were any questions or corrections to the Resolution. President Joyce asked for a motion to adopt the resolution if no one had any questions or concerns. Motion by Krueger, second by Dumbleton to approve the drafted resolution to encourage the Columbia County Board of Supervisors to review and consider having all County Services located within the downtown area of Portage. Motion carried unanimously. Resolution is attached as Addendum 2.

4. Discussion and possible action on BID Committee Chairman Reports

Discussion moved to Executive Committee Report.

President Joyce informed the Board that the Executive Committee met to discuss and draft the 2015 Budget for Board consideration, as well as to discuss and draft the resolution. The resolution has been adopted and the budget will be discussed later on the agenda. Joyce reminded everyone to look for a replacement Director due to Shadel's resignation.

Discussion moved to Marketing Committee report.

Due to guest, Marlena Cavanaugh, being present at the meeting, President Joyce moved to the Marketing Committee report. President Joyce introduced Marlena Cavanaugh to the Board, Owner of Cavanaugh Enterprises, and stated that the Marketing Committee invited Marlena to the meeting to present to the Board some options concerning the BID Board having a Website created. Marlena discussed the 5 phases of the website design and planning process. Marlena would use the "Word Press" software program. Word Press would automatically adjust to the many device sizes that may access the site. Also, the Word Press program is very easy for anyone who has been given permissions or rights to access the site for updating via the phone or from any computer. Not only can logins be set-up for multiple users but it can be set-up for BID membership logins, as well, if need be. Cavanaugh presented two (2) Website creation options for the Portage BID Board to consider. Option 1 is the Basic program and would be \$1500. The website would contain up to 15 pages, 1.5 hours of training, along with Basic SEO Optimization, Google Analytics and Plus. Option 2 would be \$2300 and would contain items in Option 1, but allow for up to 25 pages, the member log-

in module and up to 2.5 hours of training. Cavanaugh stated that she would be available for updating the website as necessary and she would discuss a fee with the Board if desired. President Joyce thanked Marlena for her presentation to the Board and that she would be contacted with the Board's decision.

Vice President Krueger continued with the Marketing Committee report stating that the committee met with Marianne Hanson from the Chamber and Brad from Tourism. A formal marketing plan will be presented to the BID Board at the September 2014 BID Board meeting. The plan will contain a Holiday Season campaign, including businesses to stay open till 7:00pm on Thursdays and Portage overnight stay package options during special events. The goal is to make Portage a destination and not just a travel through location. Krueger continued that they are looking at working with "Travel Wisconsin" and with "Our Wisconsin" with an E-mail marketing campaign to their subscribers. Travel Wisconsin has around 25,000 subscribers Our Wisconsin has around 8,000 biking enthusiast subscribers. Details will be presented at the October 2014 Board meeting. Treasurer Schmidt added that Missy Paulson from Capital Newspapers contacted him regarding Holiday Advertising and Schmidt provided her contact information to Krueger so that can be planned in a timely manner.

President Joyce asked the Board to consider which Website package they feel should be considered. Rupers asked that the Board have a meeting to plan out the content of the site and what should be included before making a decision to a package. President Joyce disagreed and asked Alderman Lynn his opinion and he added that a decision made sooner than later should be considered so that time is not wasted and the project potentially be put on hold. Motion by Krueger, second by Joyce to approve up to \$3000 for website design, implementation and maintenance. Motion carried unanimously.

Discussion moved to the Contractor Committee Report

President Joyce asked BID Contractor, Scott Davis to present the Contractors report to the Board. Davis referenced the Contractors report to his written report already distributed to the Board. Davis stated that he's having issues with people pulling and damaging the flowers in the pots throughout the BID. Davis also suggested that more barrels be placed around the BID and more specifically along the west side of the district.

President Joyce referenced an e-mail from previous contractor, Gil Meisgeier that he has been hearing within the district that areas requiring weeding are being missed. Contractor Committee Chairperson Schmidt added that those areas have been addressed with Davis. Schmidt added that Davis is continuing to learn and is consistently improving. Director Dorn added that she has heard nothing but good things regarding the Contractors work within the BID. Schmidt also added that he is having Davis add strapping to the hanging baskets as the weight of the larger baskets are causing the mounting screws to loosen and pop out.

Alderman Lynn asked the Board if there is a point person that the BID Board has to present city related issues to the appropriate city employee to be remedied. Lynn cited an example of dead trees within the BID. His question is who is responsible for removing dead trees and planting new ones, and if not the BID Contractor, what process is in place to inform the correct person? Schmidt added that the BID is currently working with the City Administrator regarding a plan for replacing trees within the BID, along with an overall streetscape plan for the BID. Schmidt added Davis does contact the city when an issue arises that needs to be handled by the city. Rupers added that this issue is what is currently being discussed between the BID Executive Committee and with the City Administrator, Shawn Murphy. There are no clear cut or black and white lines of responsibility between what the City is responsible for and what the Contractor is responsible. The question being asked is "If the BID was not in place, what functions would the city then have to do that BID is doing," has yet to be completely answered. The BID fees are for additional services and are not to be used to complete the City's responsibilities through the BID Contractor. Once this question is answered and the responsibilities and duties more clear, we can then move to Alderman Lynn's

question of having a logistic plan in place for the responsibilities of repairs and maintenance. Schmidt provided a background of the previous year's financial commitments by the City to the Portage BID Board and why they financially supported BID each as the Contractor relieved the City with some of the man hours required to service the BID. Lynn added that normally, when funds are cut, services are taken away. However, the BID has been responsible with their budget and yet has continued to maintain services to their BID members.

President Joyce, Treasurer Schmidt and Secretary Rupers reiterated to Alderman Lynn the need for the City to again reconsider their commitment to the BID Board and reinvest in the BID with their past annual commitments of \$10,000 to the Portage BID Board, for services provided by the BID Contractor, within the BID on behalf of the City of Portage. Rupers stated that the City of Portage's Finance Committee has rejected the BID Boards request for the \$10,000 the past 2 years. Alderman Lynn stated that he would support this City's financial commitment to the Portage BID Board. Schmidt added that in conclusion to his report, a painting has been done on the side of the BID Building. Schmidt wanted to thank Portage native, Chris Dreyer for donating his time, materials and efforts for his painting on the building.

Rupers stated that the Board needs to approve the Contractor's report. Motion by Krueger, second by Schmidt to approve the July 2014 Contractor's Report. Motion carried unanimously. Report is attached as Addendum 3.

Discussion moved to Buildings & Grounds Committee Report.

Treasurer Schmidt presented the Building & Grounds report stating that the committee did not meet since the July Board meeting. Dumbleton added that he is awaiting the estimate for installing a security fence at the BID Building location. He should hear from the vendor in August.

President Joyce asked about the Tree Planning Program. Joyce added that it has been 3 years and there still is no written plan in place. Rupers added that the committee is waiting for estimates for the concrete tree planters that the committee is considering. Schmidt added that another meeting has yet to be established but it is the goal of the Committee and the City to move forward correctly and not hastily, just to get something done.

Discussion moved to the Grants Committee Report

No report presented.

Discussion moved to Streetscape Committee report.

President Joyce presented her report stating that Director Hooper purchased the metal artwork and that the invoice for reimbursement was sent to Treasurer Schmidt. Krueger asked about the Christmas tree ornaments. Joyce stated that she is undecided on those at this time. Hooper stated that she thought that they were ordered already. Rupers added that \$3000 was already approved for the items and encouraged that the order be made. Joyce added that she will check with the City regarding their willingness to help with putting them on, taking them off and storing the ornaments.

5. Discussion and possible action on BID Bylaws change to place overseeing the Contractor position and duties under Building & Grounds Committee

Secretary Rupers presented to the Board for consideration the bylaw change to delete the Contractor Committee and move the Contractor position and duties under the Building & Grounds Committee. Motion by Schmidt, second by Dorn to adopt the BID Bylaws change to delete the Contractor Committee and move the Contractor position and duties under the Building & Grounds Committee. Motion carried unanimously. Bylaws change is Addendum 4.

6. Discussion and possible action on BID Bylaws change to create a Farmers Market Committee

Secretary Rupers presented to the Board for consideration the bylaw change to create a Farmers Market Committee. Motion by Dumbleton, second by Schmidt to adopt the BID Bylaws change to

create the Farmers Market Committee. Motion carried unanimously. Bylaws change is included in Addendum 4.

7. Discussion and possible action on the 2015 BID Budget

Rupers presented the 2014 Budget to the BID Board as discussed and created by the Executive Committee. The budgeted income is set at \$101,800 and the budgeted expenses are set at \$101,800. Income does include the annual request of \$10,000 from the City of Portage Finance Committee. Expenses include committee budgets of \$11,960 from the Executive Committee; \$45,750 from the Buildings & Grounds Committee; \$2000 from the Farmers Market Committee; \$11,500 from the Grants Committee; \$32,500 from the Marketing Committee; and \$2590 from the Streetscape Committee. Motion by Schmidt, second by Dumbleton to accept the 2015 Portage BID Board Budget as presented. Motion carried unanimously. 2015 BID Board Budget included as Addendum 5.

8. Discussion and update on involvement with Downtown Portage, Inc. (DPI)

Director Link stated that DPI is looking for support in the amount of \$15,000 to help with ceiling repair at the Mercantile. Due to previous damage from a leaky roof, the ceiling needs to be repaired and according to historical guidelines. The current bid that DPI is reviewing is for \$30,000. President Joyce suggested that DPI put in a request for assistance with the City of Portage. Link continued with her report stating that DPI is strongly considering a paid position for an events coordinator for the DPI functions. Current DPI President is considering stepping down if she can't get help with coordinating these events. Director Schmidt suggested that DPI consider having an intern from MATC or UW-Baraboo help with the coordinator functions. Joyce added that a summer intern could possibly get a lot of the coordinating done for the holiday events. Link stated that she would bring these ideas to the DPI Board.

9. Discussion and possible action on treasurer's report.

Claims to pay

Treasurer Schmidt presented the Claims to Pay Voucher list for August, 2014. Schmidt presented the Claims to pay for June in the amount of \$4457.17. Motion by Krueger, second by Dorn to approve the presented Claims To Pay list in the amount of \$4457.17. Motion carried unanimously. Claims to pay list included as Addendum 6.

Financials – July 2014

Treasurer Schmidt presented the July 2014 Financials to the Board. Schmidt stated that the BID July Financials were accurate and balanced. Motion by Rupers, second by Schmidt to approve the July 2014 Financials, Motion carried unanimously. July 2014 Financials included as Addendum 7.

10. Adjournment

Motion by Joyce, second by Krueger to adjourn the meeting at 9:09. Motion carried unanimously.

Respectfully Submitted by Dennis Rupers, BID Secretary.

Portage BID Board Resolution 14-1

FINAL RESOLUTION ENCOURAGING COLUMBIA COUNTY TO HAVE ALL COUNTY SERVICES LOCATED WITHIN DOWNTOWN PORTAGE, WI.

Whereas, the Portage BID Board of Directors held their Board Meeting in Conference Room 1, at the City Municipal Building, 115 W Pleasant St, Portage, WI, Columbia County, WI at 07:30 a.m. on July 9, 2014, for the purpose of hearing all interested persons concerning the discussion and possible action on Board Resolution to encourage the Columbia County Board of Supervisors to review and consider having all County Services located within the downtown area of Portage.

Now, Therefore, be it hereby resolved, the Portage BID Board of Directors determines as follows:

1. That the City of Portage encourage Columbia County to have all county services located within downtown Portage, WI.
2. That the City of Portage present plans that would answer questions and solve problems that Columbia County foresees in moving all county services within downtown Portage, WI.
3. That the City of Portage use objective means to help reduce costs to Columbia County for relocating all county services within downtown Portage, WI, such as land for building needs and ample parking.

2014 Monthly BID Maintenance Contractor Report

07/01/14-07/31/14

To: BID Board

From: Scott Davis

Farmers Market:

- The Farmers Market is going well more vendors are showing up with different products. The parking lot was resurfaced and looks a lot better.

BID Building:

- Mowing the grass and taking care of the weeds around the building as needed. Sprayed weeds around the BID areas may need to do more. There was a painting mounted on the front side of the BID building. The DJ fence company stopped and took measurements for a fence. The Bobcat side by side and the 4 wheelers are running good.

Miscellaneous:

- People are still messing with the flowers once or twice a week flowers are being pulled out or broken off. All the sculptures are in the rest of the planters. Some of the sculptures needed a little welding done on them. The legs on sculptures needed to be lengthened in order to be more stable in the planters. I took the sculptures to a friend's shop and welded the extensions on.

08/13/2014 BID Bylaws Change Proposal

1. Delete Contractor Committee
2. Add Farmers Market Committee -

Farmers Market – Committee Chairperson/Liaison serves as a conduit to the BID Board of Directors with all issues relating to the Farmers Market. Responsibilities include the proposal of the annual plan and budget, along with specific items each month as necessary, for consideration to the BID Board of Directors for possible action, as well as the implementation and overseeing of the committee’s plan and its successful completion. The Farmers Market Committee Chairperson will work directly with and oversee the BID Contractor who will serve as the Manager of the Farmers Market related activities. The Farmers Market Committee Chairperson is required to ensure that the BID Board Treasurer receives the monthly Farmers Market related expenditure receipts no later than the Friday after the 1st Wednesday of each month. Farmers Market Committee Chairperson ensures that Farmers Market report is presented to the BID Board Secretary no later than the Friday after the 1st Wednesday of each month. Farmers Market Committee Chairperson/Liaison ensures that the Farmers Market report is presented to the BID Board at each monthly meeting.

3. Revise Buildings & Grounds Committee to include the responsibilities of the BID Contractor.

Building & Grounds – The Buildings & Grounds Committee Chairperson/Liaison serves as a conduit to the BID Board of Directors with all issues relating to the BID Contractor, along with the current and potential grounds, buildings and property, owned by and under the care, custody and control of the Business Improvement District. Responsibilities include the proposal of the annual plan and budget, along with specific items each month as necessary, for consideration to the BID Board of Directors for possible action, as well as the implementation and overseeing of the committee’s plan and its successful completion. The Buildings & Grounds Committee Chairperson/Liaison is required to update and oversee Contractor duties and responsibilities, as necessary, and annually coordinate Contractor bids & recommendations to the BID Board for consideration and action. The Buildings & Grounds Committee Chairperson/Liaison ensures that the BID Board Treasurer receives the monthly Contractor expenditure receipts no later than the Friday after the 1st Wednesday of each month. The Buildings & Grounds Committee Chairperson/Liaison ensures that contractor report is presented to the BID Board Secretary no later than the Friday after the 1st Wednesday of each month. The Buildings & Grounds Committee Chairperson/Liaison ensures that the Contractor report is presented to the BID Board at each monthly meeting.

<i>BID</i> <i>Fund 245 Dept 00 Object 56720</i>		<i>2012</i> <i>Actual</i>	<i>2013</i> <i>Actual</i>	<i>2014</i> <i>Budget</i>	<i>2014</i> <i>Act 6 month</i>	<i>2015</i> <i>Budget</i>	<i>Higher (Lower) 14 Bdgt</i> <i>15 Bdgt vs 14 Bdgt</i>	<i>15 Bdgt vs</i> <i>14 Bdgt</i>
Account Description								
130	HEALTH INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
211	SOFTWARE SUPPORT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
219	OTHER PROFESSIONAL SERVICES	\$ -	\$ 4,000	\$ 18,000	\$ -	\$ 17,500	\$ (500)	-2.78%
220	TELEPHONE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
221	ELECTRICITY & GAS	\$ -	\$ -	\$ -	\$ 53	\$ 150	\$ 150	100.00%
241	CUSTODIAL SERVICES	\$ 27,379	\$ 32,607	\$ 30,000	\$ 12,500	\$ 31,500	\$ 1,500	5.00%
242	SNOW/ICE CONTROL	\$ -	\$ -	\$ 6,000	\$ -	\$ 3,000	\$ (3,000)	-50.00%
290	TRAINING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
291	POSTAGE	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	100.00%
292	PRINTING/PUBLISHING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
294	OTHER CONTRACTUAL SERVICES	\$ -	\$ 385	\$ -	\$ -	\$ -	\$ -	
295	MISCELLANEOUS BUSINESS EXP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
296	MARKETING	\$ 8,279	\$ 8,212	\$ 20,150	\$ 9,409	\$ 15,000	\$ (5,150)	-25.56%
297	FARMERS MARKET	\$ 113	\$ 65	\$ 250	\$ 1,830	\$ 2,000	\$ 1,750	700.00%
310	OFFICE SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	100.00%
320	PUBLICATIONS, SUBSCRIPTIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
340	OPERATING SUPPLIES	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	
342	GASOLINE/OIL	\$ 112	\$ 1,564	\$ 1,500	\$ (218)	\$ 1,500	\$ -	
351	REPAIR/MAINT SUPPLIES-BLDG & G	\$ 429	\$ 1,337	\$ 1,000	\$ 103	\$ 1,000	\$ -	
352	REPAIR/MAINT SUPP-EQUIPMENT	\$ 1,026	\$ 991	\$ 1,000	\$ 615	\$ 1,000	\$ -	
390	MISCELLANEOUS SUPPLIES	\$ 115	\$ 66	\$ 500	\$ -	\$ 100	\$ (400)	-80.00%
510	LIABILITY INSURANCE	\$ 731	\$ 1,348	\$ 2,000	\$ 295	\$ -	\$ (2,000)	-100.00%
512	PROPERTY INSURANCE	\$ 1,560	\$ 1,472	\$ 1,500	\$ 1,506	\$ 2,200	\$ 700	46.67%
550	ADMINISTRATIVE SERVICES	\$ 14,058	\$ 15,620	\$ -	\$ -	\$ 4,500	\$ 4,500	100.00%
590	BANK FEES	\$ 66	\$ 86	\$ 100	\$ 17	\$ 60	\$ (40)	-40.00%
710	COMMUNITY EVENTS	\$ 12,585	\$ 6,865	\$ 15,000	\$ 2,350	\$ 11,500	\$ (3,500)	-23.33%
715	GRANTS	\$ 8,000	\$ -	\$ -	\$ 200	\$ -	\$ -	
731	MAIN STREET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
760	CONTNGENCY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
790	MISCELLANEOUS EXPENSE	\$ 4	\$ 593	\$ -	\$ -	\$ 500	\$ 500	100.00%
821	BUILDINGS/GROUNDS	\$ 5,334	\$ 3,500	\$ -	\$ 4,920	\$ 5,000	\$ 5,000	100.00%
840	EQUIPMENT	\$ 5,516	\$ -	\$ 2,500	\$ 23,624	\$ 2,500	\$ -	
860	SMALL EQUIPMENT	\$ 103	\$ -	\$ -	\$ 2,376	\$ 2,590	\$ 2,590	100.00%
59100	RESIDUAL EQUITY	\$ -	\$ -	\$ 2,100	\$ -	\$ -	\$ (2,100)	-100.00%
TOTAL FUND EXPENSES & RESIDUAL EQUITY		\$ 86,910	\$ 78,711	\$ 101,600	\$ 59,579	\$ 101,800	\$ 200	0.20%

BID - REVENUES								
Fund 245								
2454444130000	FARMERS MARKET FEES	\$ 2,007	\$ 2,409	\$ 2,000	\$ 1,784	\$ 2,100	\$ 100	5.00%
2454646850000	ECONOMIC DEVELOPMENT	\$ 89,500	\$ 89,500	\$ 89,500	\$ 89,500	\$ 89,500	\$ -	
2454848110000	INTEREST INCOME	\$ 159	\$ 123	\$ 100	\$ 110	\$ 200	\$ 100	100.00%
2454848500000	DONATIONS	\$ 9,500	\$ -	\$ 10,000	\$ -	\$ -	\$ (10,000)	-100.00%
2454848900000	MISCELLANEOUS REVENUE	\$ 793	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	100.00%
2454949900000	FUND BALANCE APPLIED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL FUND REVENUE & FUND BALANCE APPLIED		\$ 101,959	\$ 92,032	\$ 101,600	\$ 91,394	\$ 101,800	\$ 200	0.22%

**2014
City of Portage
Business Improvement District**

July Schedule of Vouchers

#	Date	Charge Acct	Invoice #	Amount	Vendor	Description	Account #	Description
1				\$2,500.00	BKO, LLC - Scott Davis	June 2014 Services	241	Custodial Services
2				\$449.00	Myma Hooper	The Emporium-Metal Sculptures for Bump outs	860	Small Equipment
3	7/18/2014		12302	\$1,500.00	Portage Area Chamber of Commerce	Tast of Portage Advertising "Sidewalk Sales"	296	Marketing
4	7/31/2014	118698-013	118698U06272014	\$8.17	Alliant Energy	BID Building Electrical	221	Electrical & Gas
5								
6								
7								
8								
9								
10								

Total: \$4,457.17

Pre Paid Expense Account #055

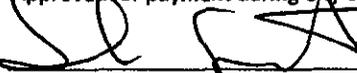
1	7/26/2014		Pre-Paid	\$2.95	Walgreens Balance	Monthly Fee	590	Bank Fees
2	7/3/2014		Pre-Paid	\$5.88	Portage Do It Center	Screws	860	Small Equipment
3	7/3/2014		Pre-Paid	\$20.85	Market Basket	Diesel	342	Gasoline/Oil
4	7/19/2014		Pre-Paid	\$40.50	Market Basket	Diesel	342	Gasoline/Oil
5	8/1/20214		Pre-Paid	\$18.00	Market Basket	Diesel	342	Gasoline/Oil
6	8/11/2014		Pre-Paid	\$18.35	Market Basket	Diesel	342	Gasoline/Oil
7								
8								
9								
10								

Total: \$106.53

Balance On Card: \$995.51

Approved for payment during City of Portage Business Improvement District Committee meeting dated

8/13/2014



8/13/2014
Date

Shane Schmidt, Treasurer
BID Board of Directors

Approved Future Expenditures

#	Minutes Date	Amount	Account #	Description	Vendor	Description
1	8/13/2014	\$3,000.00	296	Marketing	Cavanaugh Enterprises-Marlena Cavanaugh	BID Web Design
2	7/10/2013	\$7,500.00	351	Repairs/Maintenance Supplies		Trees
3	3/25/2014	\$3,000.00	860	Small Equipment	Temple Display	Xmas Tree Ornaments
4	10/9/2013	\$1,500.00	821	Buildings & Grounds	Various - Madero/Alliant - \$1500 of \$5000	Thomson/Mullet BID Storage Facility - Repairs & Clean-up
5	11/13/2013	\$1,000.00	821	Buildings & Grounds	Various - Madero/Alliant - Additional \$1000	Thomson/Mullet BID Storage Facility - Repairs & Clean-up
6	1/22/2014	\$500.00	860	Small Equipment	Fire Dynamics LLC & Various Vendors	Shed Heat & Fire Safety Items
7						
8						
9						
10						
Total:		\$16,500.00				

Designated Fund Balance - \$96,167

#	Minutes Date	Amount	Description
1	9/11/2013	\$27,500.00	Streetscape(\$2500 Flowers & Hanging Baskets)
2	9/11/2013	\$41,375.79	Buildings & Grounds(\$8624.21 Bobcat UTV)
3			
4			
Total:		\$68,875.79	