

DBPA Board Meeting

February 3, 2021

In Attendance:

Lyndsay Ulrickson

Ryan Ackerman

Chad Thompson

Sherry McGlaughlin

Jeremy Mahaney

Josh Wolsky

Jason Bentley

Margie Bolton

AaronThompson

Cheri Qvale

Meeting called to order at 2:00pm by President Chad Thompson.

Minutes:

President Thompson asked for any discussion or questions on the January 20, 2021 meeting minutes. There was no discussion and no questions.

Aaron Thompson motioned to approve the meeting minutes. Motion seconded by Jeremy Mahaney. All in favor; motion carried.

Financial Report – Jason Bentley:

Jason noted the bank balance is \$44, 829.59 with income of \$2,327.50 and one large expenditure for advertising.

Jeremy Mahaney motioned to approve the Financial reports. Aaron Thompson seconded the motion. All in favor; motion carried.

Review of Virtual Actions – Joshua Wolsky:

Josh outlined in the last meeting approval was given to provide funding with SBPC to hire a contracted employee. The links to the documents attached is to provide transparency that this took place.

Bylaws Approval – Joshua Wolsky:

President Thompson noted he hoped everyone had a chance to review the bylaws attached. Josh stated that this will require 7 of the 8 Board Members on the call to vote and approve. He noted that the draft and reconciliations at the last meeting, as well as comments from legal opinion from the last meeting are included.

Aaron Thompson motioned to approve the bylaws as presented. Ryan Ackerman seconded the motion. All in favor; motion carried.

Board Reorganization – Joshua Wolsky:

Term Ends	Category/Director	At-Large Director
January 2022	Retail/Margie Bolton Food & Beverage/Jeremy Mahaney	At-Large/Sherri Mcglaughlin
January 2023	Investor/Ryan Ackerman	At-Large/Jason Bentley At-Large/Lyndsay Ulrickson
January 2024	Property Owner/Chad Thompson	At-Large/Rod Wilson At-Large/Aaron Thompson

Josh noted we are now operating under the new bylaws which calls for the board to have representation from the four standing categories (not committees yet). They are Retail, Food/Beverage, Investor and Property Owner. Each one is a three-year term and the table above outlines how it might look for terms and when terms will end.

President Thompson asked for any discussion.

Lyndsay Ulrickson motioned to adopt and approve the table as presented. Aaron Thompson seconded the motion.

President Thompson asked if there was any discussion. Josh noted that as this worked and with no annual meeting in January, we obtain an additional year of board stability. Next year in January, Board Member elections will take place. President Thompson asked if board seats will stay the same and if he will get the pleasure of serving as President for another year. Josh clarified that this is at the Board’s discretion. President Thompson stated he would be open to discussion.

Lyndsay Ulrickson recommended to hold the elections at the next meeting to give members time to think about running for an open seat. She also requested the rest of the Board members have a discussion and take into consideration as to whether she should remain on the Executive Board with the contract SBPC has with the DBPA Board. She does not want a perception of a conflict of interest and she does not want to make decision about whether she stays or steps down. She would like the board to decide.

Jeremy Mahaney stated if Lyndsay wants to continue being on the board, he is in full favor of keeping her on the Board. Jeremy Mahaney motioned to keep Lyndsay on the Board. Sherry McGlaughlin seconded the motion.

President Thompson noted we have a previous motion on the floor that requires voting on and requested Jeremy rescind his motion to keep Lyndsay on the Board at this time. Jeremy Mahaney rescinded his motion.

President Thompson asked if there was any further discussion on the first motion. Voting commenced. All in favor of moving or adopting the schedule as presented above: motion carried

Jeremy Mahaney re-motined to keep Lyndsay on the Executive Board. Sherry McGlaughlin seconded the motion. Jason Bentley asked if this has already been approved. Aaron Thompson stated that no one has any concerns with Lyndsay serving on the Board or her ability to abstain when she needs to. Lyndsay noted that she would like it to be reflected that the Board chose to keep her on. And if at any time it changes, or the Board feels there is a conflict and it needs to change, we can change it.

Margie Bolton requested to know if we need to bring this to the overall membership to get a vote on the bylaws. Josh stated an update to the bylaws does not require a membership vote. It is an Executive Board vote, and it has been adopted. Josh offered an option on the reorganization of the Board to make a motion that all officers will continue until the next board meeting at which time there will be reorganization of officers.

Voting commenced on keeping Lyndsay Ulrickson on the Executive Board: All in favor, motion carried.

President Thompson agreed with Josh's recommendation of the above motion. Ryan Ackerman motioned that all officers will continue in their current roles until the next Board meeting at which time there will be a reorganization of officers. Jeremy Mahaney seconded. All in favor; motion carried.

Zoning & Planning Ordinance Update – Joshua Wolsky:

Josh noted this is work that has been going on for the past two years. This is really the DNA of the City and how it replicates, develops and grows. It has been advanced to the March planning Commission and could be adopted in early April. The Downtown District will be known as the Central Business District, and a use table has been added to the document. It outlines which uses are allowed in which districts. The DBPA has been invited to comment. Josh asked if any board members interested in this work and if they would like to review and provide comment on this document, specifically parking, barriers, trash collection, etc. President Thompson, Rod and Ryan are willing to help. Josh will get a decision document ready for the Board to review. Ryan stated he did provide some feedback to his dad and Josh stated he has those comments and will put them in a user-friendly format.

1st Quarter Invoicing – Josh Wolsky:

Josh noted this process was on hold and remains on hold. He received a note from Connie Wilson at SBPC yesterday and he is making the Board aware we have not sent out invoicing for the first quarter. Depending on the speed at which a person is hired, they could handle this task and they could be the organizational touch versus just an invoice sent out to the membership.

President Thompson requested to know the application status of the open position. Lyndsay confirmed the job was opened last week and we gave a short turn around time. If we feel we need to, we will extend that timeline. She noted that we have two resumes of which one is

qualified, and one is not qualified at all. She offered to provide the resumes to the Board if they would like to review them. The job posting will be open until Friday of this week. Lyndsay noted that we can wait until Friday or we can start interviewing now and start the contract negotiation process. President Thompson stated he personally would like to get Josh on board immediately. Aaron agrees. Lyndsay pointed out that Josh put together a very nice application, it was thought out and very thorough. She noted that we ask very pointed questions, and we can tell if the answers provided are thought out or quickly answered. Rod asked if the Board needs to take action. Lyndsay confirmed the Board does not need to act. She is validating if the Board would like to leave the job posting open or move forward with Josh. Ryan noted we do need to be careful with be making a hasty decision on this. His recommendation is more so to protect Josh versus the DBPA. He does not feel we should cut the timeline short and set Josh up for failure if someone were to potentially complain about something. Aaron agrees, and he also agrees that Josh will bring a large amount of value. The Board agreed to follow the process. Josh expressed his appreciation for everyone's comments, and he is excited to get started if the board decides that is the way it will go.

President Thompson stated we will wait until the posting is closed and take the next step.

Next Meeting March 3, 2021 2:00pm:

Joshed noted he is adding this meeting to the agenda and calendar notification.

President Thompson polled the Board on the time of the meeting. He asked if everyone wanted 2:00pm or 3:00 pm. Lyndsay noted that 3:00pm is hard for her with school pickup, but she could do 3:30pm. No other comments were provided. President Thompson confirmed the meeting will stay at 2:00pm.

Farewell and Thanks to Jessica Ackerman:

Josh stated he added this agenda item on short notice. He pointed out that Jess was an extraordinary VISTA volunteer and put in many hours for months prior to that. He asked if the Board would like to find a way to say Thank You. Aaron asked if it would be a conflict to do a little something from each biz downtown. Lyndsay said this is a great idea. President Thompson requested a volunteer or volunteers to take this on and wanted to know if we need to put a dollar amount on the gift. Aaron volunteered to organize, and Josh stated he would also assist. Aaron noted he will ask each business what they are comfortable with donating on their own behalf. President Thompson clarified that the DBPA would not be paying for those items. Aaron and Jeremy both agree it is a good idea to just ask the businesses to donate what they can afford to do. Rod stated that if we feel like what we obtain is not enough, we should come back to the Board to do something additional. Lyndsay agrees, although she does not think we'll have any problems getting items for Jess.

Other item:

Margie stated the Park District has ordered our flowers. They requested the DBPA budget \$3,000 to \$4,000, and the Park District will not charge us for labor. She noted that one year we

spent that amount alone on just the hanging pots. Rod pointed out his office is on Main Street and on really windy days, he grabbed some of the flowerpots that would have blown up the street. He noted that some of the hanging pots are in rough shape. Margie stated we do have some extra pots and Josh confirmed we do have an additional eight to ten in the Downtown storage unit. Josh has extra keys if anyone needs access to that storage unit. Rod clarified that the supports for the flowerpots are bent, not the flowerpots. Josh stated he will add this to the list of responsibilities. Lyndsay requested to know if we could capture an estimated number of hours the Park District will spend on planting the flowers. Margie confirmed the Park District does use some volunteers in addition to paid employees. Lyndsay stated this information could be used for in-kind grant money. Margie noted the Park District individuals do the planting, weeding, and watering. Josh noted this is a good responsibility of someone who is hired to obtain the estimated number of volunteer hours.

Upcoming City Projects & Advocacy Opportunities:

There are two upcoming City projects and advocacy opportunities.

- 1- Public bathrooms are a need and an issue with infrastructure. When the City moves into the City hall building, the recommendation is to have a place be made available for public bathrooms.
- 2- Mr. Rosenthal has proposed a parklet pilot project. Ryan stated he has been working on this and has been nudging Mr. Rosenthal along. The desire is to get this rolling this Spring. Currently, there is no significant opposition. This project allows a little deck area that will extend off a curb for a restaurant that would like to have that space available.

President Thompson asked if the Board would like to formally support these projects.

Lyndsay Ulrickson motioned to approve and support both projects. Ryan Ackerman seconded the motion. All in favor; motion carried.

President Thompson adjourned the meeting at 2:41pm.