

## **Business Loop Community Improvement District**

### **Board of Directors Meeting Minutes**

601 Business Loop 70 West #128

Thursday, February 21, 2019 8:00 am

#### **Present:**

Lili Vianello

Gary Ennis

Dave Griggs

James Roark-Gruender

Carrie Gartner

Ryan Euliss

Jeff Spencer

Linda Schust

Griggs opened the meeting. Ennis moved to accept the minutes with edits, Spencer seconded. Motion passed unanimously. Gartner and Euliss presented financials, including an overview of revenues. Gartner will adopt the three-year running average for next year's budget, as recommended by Euliss. Ennis motioned to approve financials, Spencer seconded. Motion passed unanimously.

#### **Committee Reports**

##### Pop Up Lot Committee

Griggs gave an update of the committee's work.

##### Small Scale Manufacturing (SSM) Committee

Gartner gave an overview of the planned Smart Growth America/EDA site visit and board roles for those three days. The board agreed to cancel the March board meeting to focus on the site visit.

#### **Director's Report**

##### SSM Site Visit Outreach

Gartner gave an overview of the public outreach she has done for the Makers Town Hall and other public events, including a mailing to all business and property owners within the CID and the area between the Business Loop and I-70; email newsletter, social media, and boosted posts; public calendars; press interviews; and more.

##### Community Development Block Grant (CDBG) Funding

Gartner has been attending the city 5-year strategic planning sessions for CDBG funds and there may be some funding to aid in our SSM efforts.

#### **Board Comment**

Vianello asked for a personnel manual update. Griggs had made changes as recommended by the Executive Committee and distributed it. He will distribute again. Gartner has begun creating an operations manual beginning with logins and passwords. All agreed that the SSM site visit was taking priority when it came to projects.

#### **Public Comment**

No comments from the public.

#### **Closed Session**

Vianello moved this section of the meeting be closed pursuant to the provisions of section 610.021, Ennis seconded. No action taken. Vianello moved the meeting be opened, Spencer seconded.