

**Business Loop Community Improvement District  
Annual Meeting Minutes**

601 Business Loop 70 West #128  
Thursday, August 20, 2020, 8:00 am  
Via Zoom and In-Person

**Present:**

James Roark-Gruender  
Ryan Euliss  
Linda Schust  
Karen Geotz  
Michele Batye

Jeff Spencer  
Carrie Gartner  
Bryan Maness

Crystal Garza-Matthews

Roark-Gruender opened the meeting. Batye motioned to approve minutes, Garza-Matthews seconded. Motion passed unanimously. Euliss and Gartner presented financials and outlined areas where changes in spending reflected the changing needs during the pandemic, including additional marketing expenditures and reduced expenditures on major projects. To date, revenues are slightly higher than the previous year so we can cautiously move forward with additional project spending. Schust moved to accept the financials, Garza-Matthews seconded. Motion passed unanimously.

**New Business**

Confirmation of Officers

Batye nominated Roark-Gruender for Chair, Garza-Matthews for Vice Chair, Euliss for Treasurer and Schust for secretary. Spencer seconded. Motion passed unanimously.

Annual Report

Roark-Gruender presented the 2020 Annual Report which included a list of accomplishments, an overview of actions taken in response to COVID-19, and the FY2021 budget. Gartner outlined the distribution of the report, including mailing to all member and approximately 400 government officials and local stakeholders, emails to members and the general public, and posts on our website and social media pages.

Assessment Rate

Schust motioned to set the annual property assessment rate at .4778 cents per \$100 of assessed valuation, representing no change. Garza-Matthews seconded. Motion passed unanimously.

Pop-Up Park Event Proposal

Gartner presented a request from Nclusion, Inc. to host a ticketed event at the park. They are seeking safer, outdoor locations and included a proposal. The board agreed to the event as a test case for a ticketed event, given the new circumstances during the pandemic.

**Director's Report**

Small-Scale Manufacturing:

Kitchen: Gartner updated the board on the progress of the kitchen and introduced the new kitchen manager Bryan Maness. Maness gave a quick overview of his background.

Maker City: Gartner also gave an update on the new brand and website. The current plan is to launch the brand at the same time as we open the kitchen as part of a larger economic development push.

**Public Comment**

There was no public comment.

**Board Comment**

In the interests of full disclosure, Roark-Gruender announced he had been appointed to both the Historic Preservation Commission and the Building Codes Commission.

**Closed Session**

Spencer moved this section of the meeting closed pursuant to the provisions of section 610.021, Batye seconded. Motion passed unanimously. No action taken. Euliss moved to open the closed session, Spender seconded. Motion passed unanimously. Meeting adjourned.