



**Hartland Business Improvement District
Board of Director's Meeting
Tuesday, May 8, 2018, 7:30 a.m.
Village Hall Board Room, 210 Cottonwood Ave., Hartland, WI**

BID Board Members Present: Dr. Jim Muenzenberger, Tom Brass, Scott Heyerdahl, Mike Badani, Jon Wojciechowski, Steve Berger, Cheryl Pfundtner

BID Board Members Absent: Marilyn Haroldson

Others Present: BID Ex-Officio Member, David Cox and BID Director, Cindy Gardner

Meeting Proceedings

1. Board Meeting Call to Order: Meeting called to order at 7:31 a.m. by BID President, Tom Brass

2. Approval of Minutes: MOTION made by Badani to approve April 10, 2018 meeting minutes as presented; seconded by Muenzenberger. MOTION passed unanimously.

3. President report by Tom Brass, BID President

Action Item: MOTION made by Brass to appoint Village President, Jeff Pfannerstill to BID Board to fill term vacated by board member Lamerand. Term to expire 12/31/2018; seconded by Wojciechowski. MOTION passed unanimously.

Brief discussion about when to fill &/or reappoint positions that will end 12/31/2018.

4. Financial report by Cheryl Pfundtner, BID Treasurer

BID Treasurer presented statements of operations and balance sheets for April, 2018. MOTION made by Berger to approve financial reports as presented; seconded by Heyerdahl. MOTION passed unanimously. Treasurer presented running balances for façade and sign grant programs.

5. Committee Reports

a) Marketing Committee report by Steve Berger, Committee Chair

Recap of marketing meeting on April 27:

- Water tower painting concept revision. Determined cost too high for concept and will scale back graphics so more affordable.
- National Trails Day is Saturday, June 2. Activities in Nixon Park. BID providing promotional banner and posters.
- Chillin' on the Trail art walk is Friday, May 11 from 6-9pm.
- Women in business project presented by Miranda Weston, local photographer. Series of articles and photos of local female business owners. BID will promote.

b) Design Committee report by Jim Muenzenberger, Committee Chair

DPW Director in attendance to present Village's plan for new style of public parking signs downtown Hartland. DPW Director will order samples and have them installed on Haight Dr. near library for input.

Recap of meeting on April 27:

- Bench sponsorships coming into office. Three confirmed with payment.
- Action Item: Consideration of Sign & Awning Grant application from Charlie Nguyen for CJ Nails & Spa located at 523 Cottonwood Ave. MOTION made by Muenzenberger to approve sign and awning grant for CJ Nails & Spa in the amount of \$750; seconded by Wojciechowski. MOTION passed unanimously.

- Action Item: Consideration of Façade Grant application from Wangard Partners for Cottonwood Plaza façade renovation from 509-525 Cottonwood Ave. MOTION made by Muenzenberger to approve façade grant for 509-525 Cottonwood Ave for new property owners Wangard Partners. Wangard Partners is the sole beneficiary of façade improvements to attract new tenants to the south portion of Cottonwood Plaza; seconded by Heyerdahl. MOTION passed unanimously.
- Action Item: Consideration of Sign & Awning Grant application from Lara Lirely, Coda Yoga Studio located at 139 E. Capitol Dr. MOTION made by Muenzenberger to approve sign and awning grant for Coda Yoga Studio in the amount of \$241.74; seconded by Berger. MOTION passed unanimously.
- Theia Vision Care façade grant closed; payment for landscaping portion only. No additional exterior construction at this time. Owner will reapply if future projects.

c) Economic Development Committee report by Marilyn Haroldson, Committee Chair

Committee met on April 25. Review of two loan applications; one approved and closed, one still under consideration.

c) Executive Committee report - None

6. BID Director Report presented by Cindy Gardner, BID Director

Business activity update: 134 Cottonwood accepted offer, new business looking at former Chamber space at 116 W. Capitol, several recent inquiries for office space.

7. State of the Village report presented by David Cox, Village Administrator

Village working on update to comprehensive plan, looking to have 8-12 people on a steering committee to review plan.

May 21st Plan Commission meeting: Review of Riverwalk commercial building to change plans from residential & commercial to entirely commercial, Hammer property in Hartland proposed subdivision/residential, North 40 property concept review.

DPW Director retiring July 1, 2018

8. Adjournment

MOTION by Muenzenberger to adjourn at 9:02 a.m.; seconded by Badani. MOTION passed unanimously.

*Next BID Board meeting date is scheduled for Tuesday, June 12 at 7:30 a.m.
Minutes submitted by Cindy Gardner, BID Director.*