



**Hartland Business Improvement District  
Board of Director's Meeting  
Tuesday, May 14, 2019, 7:30 a.m.  
Village Hall Board Room, 210 Cottonwood Ave., Hartland, WI**

**BID Board Members Present:** Marilyn Haroldson, Dr. Jim Muenzenberger, Tom Brass, Mike Badani, Jessie Puzach, Cheryl Pfundtner, Jeff Pfannerstill

**BID Board Members Absent:** Jon Wojciechowski, Steve Berger

**Others Present:** BID Ex-Officio Member, Ryan Bailey and BID Director, Cindy Gardner, Rick Conner

**Meeting Proceedings**

**1. Board Meeting Call to Order:** Meeting called to order at 7:33 a.m. by BID Board President, Tom Brass

**2. Approval of Minutes:** MOTION made by Muenzenberger to approve April 9, 2019, meeting minutes as presented; seconded by Badani. MOTION passed unanimously.

**3. President report by Tom Brass, BID President**

Welcome Ryan Bailey as interim Village of Hartland Administrator

**4. Financial report by Cheryl Pfundtner, BID Treasurer**

Statement of operations and balance sheets through April 9, 2019. MOTION made by Haroldson to approve operations and balance sheets as presented; seconded by Puzach. MOTION passed unanimously.

**5. Committee Reports**

**a) Marketing Committee report by Cindy Gardner, BID Director**

Recap of marketing meeting on May 3:

- Explorehartland.com webpage: page is live, promotional items on order – yard signs and banner
- Hartland Neighborhood Night Out – 20+ businesses participating
- Ice Age Trail Committee update from Muenzenberger – approx. 80 volunteers for Bark River clean up on April 20 by Centennial Park

**b) Design Committee report by Jim Muenzenberger, Committee Chair**

Recap of meeting on May 3:

- ACTION ITEM: Façade grant application from Rocky Soper, 111 E. Capitol Drive. Project includes front window replacement and exterior painting. MOTION by Muenzenberger to approve max façade grant in the amount of \$10,000; seconded by Badani. MOTION passed unanimously.
- ACTION ITEM: Sign grant application from The Tribute Companies/Christie Hentges for 352 Cottonwood exterior business signage in the amount of \$84.44. MOTION by Haroldson to approve sign grant in the amount of \$84.44; seconded by Brass. MOTION passed unanimously
- ACTION ITEM: Sign grant application from Keller Williams Lake Country/Rick Stalle for 200 E. Capitol Dr. exterior business signage in the amount of \$392.80. MOTION by Pfannerstill to approve sign grant in the amount of \$392.80; seconded by Haroldson. MOTION passed unanimously
- ACTION ITEM: Façade grant application from Shelly Parra, 133 Hill St. Project includes roof replacement. Discussion on amount given for roof replacements. MOTION by Haroldson to approve façade grant with dollar amount to be determined by the design committee based on historical grant data; seconded by Puzach. MOTION passed unanimously.

- ACTION ITEM: Façade grant application from Jim Cope, 131 E. Capitol Drive. Project includes façade tuck pointing and exterior painting. Vote on grant amount postponed to next meeting as more information is needed. BID Director will request more information from property owner.
- Comments on meeting with WE Energies regarding placement of banner on E. Capitol/Maple Ave. and utility pole decorative banners along Cottonwood and North Avenues.

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

Meeting on April 10. Committee approved one loan application in the amount of \$25,000. Committee discussed potential redevelopment sites in the BID district.

**d) Executive Committee report by Tom Brass, Committee Chair**

Committee did not meet.

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

Lombard property still for sale.

Director will redecorate kiosk in Nixon Park when weather improves

Two new business in 300 Cottonwood: Edward Jones, Erin Ulicki in suite 4 and J&B Logistics in suite 10

Director met with two potential new business owners looking purchase properties rather than lease space.

**7. State of the Village report presented by Ryan Bailey, interim Village Administrator, & Jeff Pfannerstill, Village President**

Two new appointments at last Village Board Meeting: Bailey as interim Administrator and Jeff Bierman to Plan Commission/Arch. Board

Village will add red reflective pole strips to main intersection stop signs for better visibility.

Per Police Chief Misko, Village may need additional help with Dem. National Convention visitors July 2020.

**8. Adjournment**

MOTION by Badani to adjourn at 8:53 a.m.; seconded by Pfundtner. MOTION passed unanimously.

*Next BID Board meeting date is scheduled for Tuesday, June 11 at 7:30 a.m.*

*Minutes submitted by Cindy Gardner, BID Director.*