



**Hartland Business Improvement District
Board of Director's Meeting
Tuesday, August 13, 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, Jessie Puzach, Cheryl Pfundtner, Steve Berger

BID Board Members Absent: Mike Badani, Jeff Pfannerstill, Jon Wojciechowski

Others Present: BID Ex-Officio Member, Ryan Bailey, & BID Director, Cindy Gardner

Meeting Proceedings

1. Board Meeting Call to Order: Meeting called to order at 7:35 a.m. by BID Board President, Tom Brass

2. Approval of Minutes: MOTION made by Pfundtner to approve June 11, 2019, meeting minutes as presented; seconded by Berger. MOTION passed unanimously.

3. President report by Tom Brass, BID President
None.

4. Financial report by Cheryl Pfundtner, BID Treasurer
Statement of operations and balance sheets through July, 2019. MOTION made by Muenzenberger to approve operations and balance sheets as presented; seconded by Berger. MOTION passed unanimously.

5. Committee Reports

a) Marketing Committee report by Steve, Committee Chair

Recap of marketing meeting on August 2:

- Reviewed website stats for downtownhartlan.com & explorehartland.com. Looking at adding an event calendar to explorehartland.com
- Reviewed Village's banner policy
- Hartland Neighborhood Night Out held August 8. Great attendance, great weather
- Ice Age Trail Committee update from Muenzenberger –dates for continued clean up along Bark River, Aug. 24 & Oct. 19. Walk the Trail event Sept. 28 & Night Hike in Hartland Marsh event Oct. 12
- BID Member fall social Oct. 17 @ 5pm at Beer Snobs.

b) Design Committee report by Jim Muenzenberger, Committee Chair

Recap of meeting on August 2:

- ACTION ITEM: Façade grant application from Andrea & Matt Koeppel/Ocreative, 301 Pawling. Project includes new main entrance on west side of building. MOTION made by Muenzenberger to approve façade grant in the amount of \$7,930.80; seconded by Brass. MOTION passed unanimously.
- ACTION ITEM: Façade grant revision for GD Holdings/Lars Nielsen, 107-109 E. Capitol Drive. Additional quotes for painting and door replacement. MOTION by Muenzenberger to approve façade grant revision from \$6,592.50 to \$8,894.54; seconded by Pfundtner. MOTION passed unanimously.
- ACTION ITEM: Façade grant application from Mike Badani/Hartland Village Mart, 301 E. Capitol Drive. Project includes parking lot resurface. MOTION made by Muenzenberger to approve façade grant in the amount of \$118.50; seconded by Puzach. MOTION passed unanimously.

- ACTION ITEM: Façade grant application from Dan & Jaime Williamson/The Flower Garden, 202 North Ave. Project includes prepping and painting building & front door replacement. MOTION made by Muenzenberger to approve façade grant in amount not to exceed \$5,500 once final quotes received; seconded by Berger. MOTION passed unanimously.
- ACTION ITEM: Motion made by Muenzenberger that any overage of 2019 \$20,000 budget for current façade grant applications be taken out of BID reserve fund and to close applications for remainder of 2019; seconded by Pfundtner. MOTION passed unanimously.
- BID Director working with DPW on utility pole bracket system for decorative banners along Cottonwood and North Avenues.
- Committee working on update to façade grant application.

c) Economic Development Committee report by BID Director

One loan closed in the amount of \$25,000.

d) Executive Committee report by Tom Brass, Committee Chair

Committee did not meet.

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

Two benches sponsored in downtown business district in the amount of \$1,000.

Hartland Kid's Day on July 31 well attended. BID shared booth with Ice Age Trail.

Director attended Waukesha Co. Center for Growth presentation.

Lombard property still for sale, price lowered to \$399,000. Hometown Pharmacy relocating to Piggly Wiggly strip mall.

Director shared Google analytics for BID website and ExploreHartland.com.

7. State of the Village report presented by Ryan Bailey, Interim Village Administrator

Village hoping to hire new administrator by Nov. or Dec.

Village getting quotes for repaving municipal parking lot off of North Ave, behind Senor Tomas.

WE Energies installing light by pedestrian bridge behind Palmer's

Village starting 2020 budget process.

8. Adjournment

MOTION by Brass to adjourn at 8:43 a.m.; seconded by Puzach. MOTION passed unanimously.

Next BID Board meeting date is scheduled for Tuesday, September 10 at 7:30 a.m.

Minutes submitted by Cindy Gardner, BID Director.