

**CZECH VILLAGE – NEW BOHEMIA SSMID
COMMISSION MEETING**

Monday June 20, 2016 9:00am – 10:12am Geonetric (415 12th Ave SE)

Members: X Craig Byers X David Castelluccio X Lijun Chadima X Jessalyn Holdcraft
X Stephanie Jelinek X Pamela Lewis X Ana McClain X James Piersall X Robert Schaffer
X Jennifer Pruden, liaison X Jennifer Pratt, City Staff

Guests: Riley Fergus, Michaela Gilarova

Agenda Item	Action
<ul style="list-style-type: none">• Call to Order: Craig Byers called the meeting to order at 9:06am	
<ul style="list-style-type: none">• Consent Agenda – May 16th Meeting Minutes : (Jessalyn, Dave MSP)	Motion
<ul style="list-style-type: none">• Parking Proposal Update: Jennifer Pratt shared the that RFP for the parking lots will be moving forward with the condition that they be kept free and open to the public. Tentative Schedule as follows:<ul style="list-style-type: none">○ July 12 City Council Meeting: set public hearing date○ July 20 Development Committee: approve RFP○ July 26 City Council Meeting: hold public hearing○ 30 days for proposal response○ Council approval of preferred developer in September○ Development agreement created thereafter. Will lay out details of reversion clause, restrictions on fees, City funded capital improvements, etc.○ Pam will request a proposal from CVA outlining how much they request from SSMID and how that money will be held. (In SSMID account vs. CVA account)	
<ul style="list-style-type: none">• Budget Preparation: Jennifer Pratt provided updated on information regarding tax assessments and budgeting<ul style="list-style-type: none">○ MultiRes classification codes will be subject to the SSMID levy, but may receive a rollback higher than the commercial 10%○ Kirsty Sanchez is working with the GIS department to get Jennifer Pruden an updated spreadsheet with taxable assessed values for the District○ By December, the Commission will need to submit the levy rate for the following fiscal year to Council○ The 1st half of the levy (based on Jan 1 2015 assessed values) will be available in October 2016○ Invoices for SSMID projects will be submitted to the City for payment (approx. 60 day process)○ It was requested by Stephanie to get a breakdown of % of levy coming from Czech Village vs. New Bohemia to ensure that the breakdown of projects maintains balance	
<ul style="list-style-type: none">• By-laws: Jim Piersall is still working on these and will have a draft at the next meeting	Motion
<ul style="list-style-type: none">• Non-Profit Requests:<ul style="list-style-type: none">○ Jennifer Pruden has created a cover letter and agreement to be used for voluntary requests, these have been approved by the commission.○ Jennifer Pratt discussed that donations may not be held by an outside organization unless the SSMID creates its own non-profit. Contributions may possibly be directed to the City. Jennifer Pratt will research further.○ Outreach list is in minutes from February 23. Consider adding Hatch Development	
<ul style="list-style-type: none">• Public Forum<ul style="list-style-type: none">○ Commission Brainstorm: reviewed stakeholder survey and approved with change to question 10 allowing for more open-ended ideas (What would you like SSMID funds to be spent towards?)○ Discuss forum preparation: Discussed providing intro with rough budget forecast, break into small groups and then bring back together at the end, keep questions high level to allow for creativity and new ideas. 4-5 questions for each small group to address, commission member as leader of each group	

- Sub-Committee: Ana, Jessalyn, Jennifer Pratt, Craig, and Jim will meet soon to plan the July 12 event
- July 12th 5:30-7:30pm @ Lion Bridge, board meet at 4:45pm to setup, ½ hour for teardown at end

- Announcements & Directives
 - 1st Impressions Exchange: Jennifer Pruden announced that we are signed up to exchange with Davenport Hilltop Campus Village, visits will need to be conducted between July 13-September 2 and will require 6-10 volunteers.
 - Pam, Ana, Dave, Jessalyn, Craig, and Lijun volunteered to help with the exchange. Additional volunteers will be requested from the Main Street board

- Adjournment: Motion to adjourn at 10:12pm (Craig, Jessalyn, MSP)

Takeaway

Next Commission Meeting (Date, Time, Place):

July 12th, 5:30pm @ Lion Bridge – 1st Public Forum

July 18th, 9am @ Geonetric – Commission Meeting

July 20th, 5-7pm, Location TBD – Main Street Meet & Greet, 2nd opportunity for stakeholder input

CVNB SSMID welcomes comments from guests regarding items on the agenda. Please keep your comments focused on the agenda topic. While we do not place a time limit on discussion, please be as brief as possible so that we can move through our agenda in a timely manner. For further information or suggestions for future agenda items, please contact any Commission Member or Jennifer Pruden at crmainstreet@gmail.com