

Minutes from EDBID board meeting on January 23, 2014, HDR conference room at 8am.

Attendance: Pam, Chris, Cadence, Sally, Steve, Kevin, David, Kim, Juliana, Paul, Cindi, Stephen and Sarah.

Meeting called to order at 8:02am.

Action Items from 1/9/2014:

Cindi sent the list of delinquent businesses to Cadence.

Sarah found out the fees of cities collection agency. Alliance One charges the businesses 29.4% and there is no charge to the city. The finance dept. would pursue collections if the outstanding balance exceeds \$100 and the BID board decides to pursue collections.

Collections will only be used as a last resort. The contract with the collection agency was sent to the attorney, he reviewed it and it has been signed.

Cadence reviewed the contract with Turnstyle. She will talk about it with her committee report.

Every member of the BID board has been in contact with David regarding whether they intend to stay on the board.

Minutes from January 9, 2014 were approved.

Presidents Report: David received a letter from the owner of Elegant Gems, Brent Malgarin. His letter asked us to consider changing the bylaws to grant a 1 year exemption for new businesses. He referenced RCW 35.87A170 which states a BID may choose to grant an exception. Granting exceptions was discussed at previous meetings and the board had decided against it. There was a very lengthy discussion on this and a motion was made to explore an exemption period. Discussion took place and the motion was withdrawn. Another motion was made that we maintain the original position of the BID and not choose to give a 1 year exception for new businesses. The motion was defeated by a vote of 4 yes and 5 no.

A motion was made that we explore moving forward with establishing an exemption policy. David, Kevin and Paul agreed to be on the committee. The motion passed.

Action Items: Cadence will draft and send a letter to Mr. Malgarin detailing our decision.

Delinquent Policy: The list was divided and we will contact the businesses and report back at the next meeting.

Action Items: Cadence will send the list out to the BID board members.

Treasurer's report: Updated 12/31/2013, we had \$1808 in expenses and \$47,942 in revenue.

The meeting with Jeff, Cadence, David, Chris, Sarah and Stephen was held on Jan 14th. They discussed how to move forward with the 501c3, the BID and the City. They came to the conclusion that they could slow down with the 501c3 and agency agreement between the association and the city. They need to make sure everything is in order first and to determine how money will flow through the groups. The biggest stumbling block was how to handle the contract with Turnstyle. The approval of the City Council gave the BID authority to sign contracts. The contract will be between the BID and Turnstyle.

They added a paragraph about limited liability so if the BID does not have the funds the City will not be liable. Cadence sent the contract to Lighthouse for review. Waiting for approval and then they will send it back to Turnstyle for their approval. Turnstyle will send bills to BID and they will be turned over to the city for payment. We are using the Cities agency service agreement.

501c3 committee needs to be reconvened to come up with an agency agreement.

Branding/Marketing: The committee had an initial meeting with Turnstyle and Scope. Turnstyle will be attending the Feb 13th meeting to present strategic assumptions. On March 13, 2014 Turnstyle will come back and a strategic brief will be presented. We will publish a more detailed agenda for those meetings and put it out on a press release. We will also personally invite interested stakeholders to those meetings. We would like to keep the members informed so they can follow the process. We will publish a timeline on the website.

Action Item: David will ask Mary Kay will write the press release.

An additional meeting is scheduled for Feb 6 to discuss the policy issues and present ideas for projects that can be completed soon.

New Business: We need to renew the website.

No Public Comments.

Meeting adjourned at 9:40am.

Next meeting will be February 6 in the HDR conference room at 8am.