

Minutes from EDBID board meeting 12/5/13 at HDR conference room at 8am.

Attendance: Steve, Sally, Cadence, Pam, David, Kevin, Kim, Mary Kay, Stephen and Cindi.

Meeting called to order at 8:03am.

Opening remarks: Agenda needs to be changed to move the RFP committee report to the beginning of the meeting.

RFP Committee: The committee reported on their extensive selection process. It was their recommendation to offer a contract to Turnstyle. A motion was made to move ahead with negotiations and enter into a contract with Turnstyle. The motion was passed unanimously. A big thank you was given to the committee for all their hard work. Cadence will contact Turnstyle to see if they would like to enter into contract negotiations. It was recommended that we ask Turnstyle to refine their scope of work and resubmit their proposal as a start to the process. If Turnstyle accepts our offer the committee will contact the losing firms.

The minutes from the interviews on Nov 14, 15, and Nov 22, 2013 were approved.

Action Items from 11/21/2013:

Paul contacted Chuck Loomis and our survey report should be available at our next meeting.

Chris and David met with Jennifer and another attorney from Beresford Booth. The questions that needed clarification were addressed and answered. There are a couple of other questions that still need to be addressed and we will do that at our next meeting. It was the lawyers recommendation that we obtain Director & Officer insurance for the 2 boards. The cost is approximately \$400 each. Chris and David will have one more meeting with the attorneys to finalize and sign the paperwork.

Cindi has tried contacting Jeff Taraday to schedule a meeting but has not heard back yet. Kevin contacted Sandy McDonald from McDonald McGarry by email and has not received a reply. A copy of his email was distributed to the board.

Mary Kay is still working on the member letter that will be sent out with the assessment billing.

The minutes from the 11/21 meeting were approved.

David received a call from Cindi letting him know of a letter that the mayor is sending out with the business license renewals that mentions the BID. Our letter is going out with the assessment billings.

City report: The new City Clerk, Scott Passey, has told Stephen of a pending decision regarding continuation of the City sending out their business license bills or contracting with the State of WA. to do the billing.

Cindi reported that \$9848.40 has not been collected. She will create a spreadsheet of those businesses that have not paid and send it out to the board. We will have more discussion on how we want to handle those businesses.

Sally reported that she had a conversation with Kim Walden, from EDCC class regarding how some of the businesses are unhappy with the BID. Stephen has also been approached by people who have expressed the same unhappiness. Stephen tells them that the BID is in the beginning stages and tells them to give the BID a chance to prove themselves.

Cindi reported that she works with a Tourism group which is a subgroup of the Economic Development Commission and at almost every meeting something comes up regarding what the BID is doing as far as tourism. A lot of questions regarding what the BID is and what role we play continue to be asked. Community outreach is something we need to address in the future.

Kristiana Johnson asked at a City Council meeting why the BID didn't purchase garbage cans for the downtown. It is a City of Edmonds expense and our position is that the BID not take away or replace any City functions.

No Treasurers report.

Committee Reports:

Continuation of **RFP** report- some applicants have been asking if we are going to let them know why they weren't selected. Stephen said that is not required. The committee can decide on how they would like to handle this. They will contact the local firms by phone and let them know that they were not selected.

New Business: Mary Kay met Natalie Boisseau, an acupuncturist in Edmonds, at the last public meeting. Natalie expressed interest in becoming involved in the BID. She has freed up Thursday mornings for 2014.

David also brought up the probability that the board will have new members after the April member meeting. If any board member is thinking they do not wish to serve on the board they need to contact David as soon as possible.

The bylaws state that we need to hold a member meeting in April. Tentative date is April 30th, with the 24th as a backup date. The meeting will take place in the Plaza room.

Action Item: Set definite date for member meeting with entire board.

Kevin brought up the idea of adding official alternate members to the board. They would not be voting members unless a quorum is needed. We will have further discussion about amending the bylaws at an upcoming meeting.

No public comments.

Meeting adjourned at 9:27am.

Next meeting Dec 19 in the HDR conference room at 8am.