

**Minutes**  
**Downtown Business Improvement District Advisory Board**  
**Thursday, April 18, 2019 at 10:00 a.m.**

**Present:** Jeff Sutton (Manhattan Town Center), Joe Stock (Timber & Stone), Angie Stokes (MBI, Inc.), Scott Augustine (AMC Movie Theater), Dan Crouch (BBN), Kate Narrow (Danenberg Jewelers), Nichole Proffitt (Tease Hair Studio), Darrin Miller (Iron Clad Coworking)

DMI: Gina Scroggs, Brooksie McCarty

City: Bernie Hayen, Ami Albert

**The meeting was called to order** at 10:02 a.m. by President Jeff Sutton. Welcome to Nichole and Darrin!

**January 2019 Minutes:** Dan motioned to accept the minutes, Kate seconded. All approved.

**Collection & Enforcement Updates:** We're at 98.79% collected with five outstanding businesses. The mall is at 100% collected!

As for the outstanding businesses: Bubble Tea is not actually in business; the same owner bought Orange Leaf which we didn't know until April 1. Henry Otto's vacancy may not actually be a vacancy. We believe Initial Events is out of business. Heiman Law is likely the only prosecutable business.

May 6 is when affidavits are due; July 10 court date is tentatively planned.

**2020 Ordinance/Legal Discussion:**

- Wes Garrison is the new assistant city prosecutor who will be helping us moving forward.
- Possible changes for next year: late fee added back in, adding businesses within a business to the ordinance, adding the existence of a lease to the ordinance
- The history of the late fee and grace period were discussed. Finance said it was possible to add a late fee again; the board was interested in reinstating it.
- ***Kate motioned to change the 2020 ordinance and invoices next year to include a 25% late fee while keeping the grace period intact, with the city attorney's approval. Dan seconded. Darrin discussed that the goal would be to reduce the manual follow up that DMI has to do. All approved. The ordinance draft will be available at the July meeting.***
- Darrin suggested ABID adopt a similar process. Bernie pointed out that they often follow suit of DBID so it's likely they will also change their late fee policy.
- Gina will follow up with the city prosecutor about the other possibilities of tightening up the ordinance. Will follow up with more information as it's available.

**Director Updates:**

- Planters will be filled with annual colors in our downtown planters. We're so excited to have real flowers! You'll see them planted in early May.
- The city is also installing buried hardware for our Third Thursday event flags.
- Pink Up the Pace was a success this past weekend! Our addition of a One Mile Honor Walk was a great addition.
- Taste of Downtown is on June 4 and is always a sellout.
- May 16 is the first Third Thursday! We're thrilled to see this return with lots of new artists and performers. Our presenting sponsor is AJ's this year, and Eagle Communications is giving us great radio coverage.
- In July we'll close the street for Third Thursday and try for more of a festival feel.
- There are new businesses coming downtown! Celebrations of the Heart is moving across the street, there's a new brewery going in the old Strecker Nelson space and more information will be shared as it's available.

**Other updates:** Nichole asked about the landscaping maintenance around their building. Angie asked about extra signage or assistance to get people to slow down to 20 mph in front of Colony Square. Gina and Bernie said they would both follow up.

**Next Meeting: July 18, 2019 at 10:00 a.m.**

**Meeting adjourned at 11:13 a.m.**