

**Port Washington
Business Improvement District
Board of Directors Meeting
City Hall
October 27, 2017**

Vice President Brian Barber called the meeting to order at 7:35 a.m.

Present were: board members Jim Langford, Brian Barber, Angela Sikowski, Sharon Waranka, and Bill Schanen; Wayne Chrusciel, representing Port Washington Main Street; Main Street Executive Director Maureen McCourt Boylan; and City Administrator Mark Grams.

Boylan reported that Main Street's fall forum will be held on November 6 and that Main Street will be in charge of the winter farmers market. No location for the market has been selected; Boylan said the plan is to find a suitable place in the Main Street district.

Sikowski reported that all of the disbursements of BID tax revenue to Main Street for 2017 have been made, leaving a current bank balance of \$7,842.64. In a discussion of the BID gift certificate program, Sikowski said the amount of unredeemed certificates on deposit at the Port Washington State Bank totals about \$10,800, and that most of the certificates will expire in the coming year. Board members agreed that some of the unredeemed funds could be used for BID expenditures, but that a reserve should be retained, as it was noted that some merchants would be likely to honor the expired certificates. Several members suggested re-energizing the gift certificate program.

Chrusciel reported that: the Main Street board of directors is now up to strength with 13 members; Main Street is expected to close the year with a balance of about \$5,000; reaccreditation of the Port Washington program by the state Main Street organization is expected; a part-time employee will be hired to assist the executive director.

Addressing the BID budget agenda item, the board agreed to keep the BID tax mill rate at its current level. The tax yielded \$61,648 in revenue in 2017. On a motion by Schanen, seconded by Langford, the board voted unanimously to give Main Street \$60,000 in BID tax revenue in 2018. Members agreed to include \$5,000 in the 2018 BID budget for community promotion with the thought that some of it could be used for the Denis Sullivan program if needed.

Barber told the board that officers should be elected at the next meeting and, because he no longer wishes to serve as president, a candidate to succeed him is needed, as well as one for vice president.

The meeting adjourned at 8:44 a.m.

Submitted by Bill Schanen, secretary

