

**Madison's Central Business Improvement District (BID)**

**MINUTES**

**BOARD OF DIRECTORS MEETING**

**Thursday, October 1, 2015, Noon-1:30pm**

Hovde Conference Room, 122 W. Washington Ave.

**PRESENT:** Greg Frank, Ryan Huber, John Hutchinson, Richard Kilmer, Larry Lichte, Emily Mehl, Stacy Nemeth, Paul Norman, Mike Verveer\*, Krys Wachowiak, Teresa Werhane

**STAFF:** Mary Carbine (Executive Director), Tim Jenquin (Programming Coordinator), Susan Schmitz (DMI)

**ABSENT:** Steve Amundson, Rick Brahmer, Patrick McGowan, Matthew Mikolajewski\*, Maria Milsted, Zach Pagel, Rick Petri, Jeanette Riechers, Sue Springman

**Resolution approving the State Street Retail District Improvement Grant Program**

**(ACTION ITEM, Council Referral, Leg ID [39841](#))**

–Ruth Rohlich, Economic Development Division

- 1) Last month we presented a draft version of the Retail Improvement Grant.
  - a. We received very good suggestions from the BID Board, and return with some changes. T
  - b. his has gone to the Economic Development Committee, and was at the Board of Estimates this week. It will go to Counsel next Tuesday.
- 2) Changes made since September 3<sup>rd</sup>, 2015 presentation
  - a. We updated some of the legal terms that require lean restrictions for landlords.
    - i. This was updated to be just a grant, so there will be no period of time with money being spent but no work being done.
    - ii. This will also assist retailers who do not have enough capital to begin construction before being reimbursed.
  - b. DCC suggested changing the clause that priority is given to projects on State St.
    - i. The original footprint was just TID 32, which we expanded to include the BID footprint.
  - c. Changes were made to emphasize that the retailer must receive approval before receiving funding. This is because there are 2 options for reimbursement.
    - i. One option is to go through the process for approval, then receive funds.
    - ii. The second option is to begin construction before receiving approval, in which case the retailer would be responsible for any funds not approved.
- 3) The next step is for this to go to the TIF Review Board because it involves a TIF change.
- 4) Discussion
  - a. Paul Norman – Is there opportunity for those applying for these to ask for modifications or extensions if necessary?
    - i. Ruth – Yes, “any extension thereof” would apply in these cases.
    - ii. Paul – The language doesn’t guarantee an extension, so that language would make me uncomfortable.
    - iii. Ruth – I don’t imagine legal would want us to change that, but similar clauses have not been issues for similar grant programs.
  - b. Larry Lichte – What is the budget for this?
    - i. Mike Verveer – The current budget for this is around \$100,000 for the first year.
    - ii. Ruth – For the retail program we are working out the first year fiscal note.
    - iii. Mike – In total there is \$450,000 combined for three separate TID 32 programs, including the Retail Improvement Grant.
  - c. Emily Mehl – Are existing retailers eligible for this?
    - i. Ruth – Yes they are.
  - d. Mike Verveer – An issue came up after BOE Monday where one Alder asked “Why would we want to use option 2?” Specifically they were concerned about a retailer who has already

completed work seeking reimbursement through the grant program.

- i. Ruth – Option 2 allows work to begin before approval is made, however there is a clause that you must apply for the grant before work begins.

ACTION ITEM – Paul Norman moves to approve the current version of the State Street Retail District Improvement Grant Program. Richard Kilmer seconds the motion. After no further discussion the motion passes unanimously.