

Village of Wauwatosa Business Improvement District

Board of Directors Meeting, January 8, 2009, WaterStone Bank, 7500 W. State Street

In attendance: Anderson, Kristof, Leffler, Hardman, Brown, Madunic, Fitzgerald, McCarthy, Ehley, Sauter, Pantuso, Dowdle

Excused Absence: Archambo, Burg, Greves,

Ex Officio: Kathy Ehley, BID ED (Executive Director); Terry Estness, WEDC Non-board: Russ Drover, Mark Rowbottom, Janel Ruzicka, Nathan Meier (auditor)

Issue/Topic	Discussion	Outcome/Decision/Assignment
Sign-in; Welcome	Introduction of attendees	
Proposed outdoor seating	<p>Leffler explained the proposal from 7707 Harwood, LLC and Café Hollander for outdoor seating. Request is to have approximately seating for 100 in the public right of way in the area adjacent to the Zimmerman building and on the Pedestrian Bridge area that spans the river. The river span area would have tables and a 7 foot wide clearance for public traffic. Restaurant would occupy the first three floors of the building and the top floor would be leased as offices.</p> <p>A letter of support from the BID has been requested.</p> <p>Café Hollander would remove the concrete half circle seating area at their expense and possibly replace with a fountain.</p> <p>Anticipated timeframe: Zimmerman Design is moving out April 1. Café build out would start and anticipated to take 10 – 12 weeks with an opening in late June.</p> <p>Discussion: <u>Concerns:</u> very intrusive in the flow of pedestrian traffic across the bridge. This is the major concern of all in the room. Additional congestion on State St during truck deliveries. Significant issue already with deliveries to Chancery, Pizzeria, Ristorante. Walk way opening along the bridge is too narrow for a two way traffic of walkers and cyclists. Community uses this area. People sit on benches; Photographers use this area to take a lot of pictures. Will pedestrians feel they need to avoid the area because they feel like they are intruding into a business? How will this effect parking on the area. Noise level needs to be kept to a minimum after 10 p.m. Sculpture will need to be moved.</p> <p><u>Benefits</u></p>	<p>Support the concept outdoor seating Pedestrian right of way Public access And reduced seating More pedestrian friendly</p> <p>Emphasize the positive Increased pedestrian</p> <p>Anderson moved, Kristof second for the BID to provide a letter of support for the Café Hollander plan including the benefits and the following concerns.</p> <p>Sitting plan as drawn is too dense on bridge area and parallel to State St.; needs enough area for comfortable two way pedestrian and handicap accessibility and usage.</p> <p>Motion approved unanimously.</p> <p>Sauter moved to amend, Brown second to include State Street area concern in the letter. Motion approved unanimously.</p>

	<p>Area has spectacular view and would be a real draw of people. Adds vibrancy to the area Removal of the half circle would be great. Connection needed between east and west side of the river, this would be very beneficial. Could be a traffic calming along State St. Activity helps heighten safety. More feet on the street will reduce the graffiti, litter problems, loitering. Aesthetically would be a significant improvement over the existing situation</p> <p>Benches, planters, litter containers would need to be coordinated with the Aesthetics committee.</p> <p>Artwork would have to be moved and handled in a respectful manner.</p>	<p>Hardman moved, Madunic moved to have Kathy Ehley compose letter, Leffler approval then send to City Hall. Motion approved unanimously</p>
Approval of Agenda		<p>Hardman moved, Fitzgerald second to approve agenda. Motion approved unanimously.</p>
Approval of Minutes		<p>Hardman moved, Fitzgerald second to approve minutes as presented. Motion approved unanimously.</p>
Budget & Finance	<p>Nathan Meier of Reilly Penner & Benton was present to answer any questions regarding the 2007 audit. Management letter highlighted the lack of segregation of duties in the accounting process. This is generally an issue for small organizations with single staff, just not sufficient number of people to segregate the tasks. Challenging in small office with little staff. Auditor has to state this. Brown encouraged the auditor to add an additional statement clarifying this is the case with the BID so that people reading the management letter realize this has been addressed.</p> <p>990 Form changes Threshold will be 200K for filing the long form; BID should be able to fill out a short form in a few years.</p> <p>Bank services should be in temporary help and will be amended.</p>	<p>Brown moved to accept, Fitzgerald second to accept audit as presented. Motion approved unanimously.</p> <p>Brown and Ehley will develop a format that will provide a monthly status of the restricted and designated to report to the board.</p>
President's Report	<p>Tosa Tonight now independent organization; their funds have been transferred out of the BID banking account.</p> <p>Resignation of Winkel and Madunic: Leffler thanked Madunic for her years of service on the board and the wayfinding committee. Winkel for her board work, she will be continuing on the Aesthetics Committee.</p>	

Election of officers	<p>Chair – Chris Leffler Vice Chair – Bill Brown Secretary - Kevin Hardman Treasurer – Kent Ehley</p> <p>Thank you to Michelle Fitzgerald for her years of service on the Executive Committee.</p> <p>McCarthy will take care of the getting the signature papers ready with the new slate. She suggested the Executive Director be included as a signer for convenience, as the second signer. It was explained that this was not the practice of the BID. It was then suggested that two more board members be included. Authorized signers will be Leffler, Hardman, Kent Ehley (only in case of emergency), Dowdle, and McCarthy.</p>	<p>Fitzgerald presented the slate of officers for 2009.</p> <p>Sauter moved, Pantuso second, to approve slate of officers as presented. Motion approved unanimously.</p> <p>Motion to add Kami Dowdle and Erin McCarthy as signators on the BID checking accounts in addition to the officers. Motion approved unanimously.</p>
Letter from City	<p>A copy of a letter addressed to the City of Wauwatosa Clerk from Mr. Lochrie of Lochrie & Associates was distributed to the board. Mr. Lochrie, owner of a property in the BID, has formally requested his property be removed from the BID.</p> <p>His two concerns were that the BID was disrespecting his business because it was planning to permanently close Harmonee Ave and selling the remaining right of way for development which would be detrimental to his property and the fire station, and 2) extend the BID boundary.</p> <p>Neither of these concerns have been voted on and approved by the BID board. It was recommended that the BID communicate with the City to deny the request by Mr. Lochrie to be removed.</p>	<p>Hardman moved, McCarthy second to send letter to the City Clerk asking that Mr. Lochrie's request for removal from the BID be denied . Motion approved unanimously</p>
2009 Village Plan	Tabled	
Committee & City Update	Tabled	
Adjournment & items for next meeting		<p>Brown moved, Anderson second to adjourn the meeting. Motion approved unanimously.</p>

Respectfully submitted by Kathy Ehley for Michelle Fitzgerald, Secretary.