



**REGULAR MEETING AGENDA
BUSINESS IMPROVEMENT & SPECIAL SERVICES DISTRICT #1
ADVISORY BOARD**

**Stillwater Municipal Building
723 S. Lewis Street
Room 2073
Stillwater, OK**

Stillwater.org

**Minutes
June 2nd, 2016
5:19 p.m.**

Board Members Present: Susie Presley, Ben Douglas, Robert Sitton Jr., Kyle Gibbs, Kent Kinzie, Robyn Davies, Steve Green, Jim McCollom, Jill Hunt (5:21pm), Marsha Forbes

Board Members Absent:

Staff Present: ED Director Angela McLaughlin,

Guests:

1. CALL MEETING TO ORDER

Chairman Kyle Gibbs called the meeting to order at 5:19 pm

2. APPROVAL OF MINUTES

a. May 5th, 2016 Regular Meeting Minutes

**MOTION BY K.KINZIE TO APPROVE MINUTES SECOND BY R. SITTON ROLL CALL
VOTE: YEA- PRESLEY, SITTON, KINZIE, DOUGLAS, FORBES, GIBBS, DAVIES. THE
MOTION PASSED 7 YEA VOTES, 0 NAY VOTES GREEN ABSTAINED**

3. GENERAL ORDERS

The BID #1 Advisory Board will discuss and take action at this meeting (including a vote or series of votes) on each item listed under General Orders unless the agenda entry specifically states no action will be taken.

a. Façade Grant Program

i. Consider request from Robert Woods, 1304 S. Main, for \$2500 to replace exterior doors and windows. F16-17

MOTION BY J.MCCOLLOM TO APPROVE GRANT SECOND BY B.DOUGLAS

Discussion: R.Davis asked if this property was a residential or commercial property, if anyone was living there. R. Sitton stated it was a residential structure and residential materials are being used for part of the construction (specifically doors). J.McCollom asked what was the intended use for the property. A.McLaughlin replied she understood the property was going to be used for commercial purposes.

MOTION BY J.MCCOLLOM TO TABLE VOTE ON GRANT F16-17 UNTIL MORE INFORMATION CAN BE OBTAINED FROM THE OWNER. SECOND BY B.DOUGLAS ROLL CALL VOTE: HUNT, GIBBS, GREEN, KINZIE, DAVIES, PRESLEY, DOUGLAS, FORBES, SITTON, MCCOLLOM. THE MOTION PASSED 10 YEA VOTES, 0 NAY.

- ii. Consider request from Wall's/Roy Turner, 923 S. Lewis, for \$2500 for new signage on the north and south sides of the store. F16-18

MOTION BY R.DAVIES TO APPROVE GRANT SECOND BY J. MCCOLLOM ROLL CALL VOTE: YEA- PRESLEY, SITTON, KINZIE, DOUGLAS, FORBES, GIBBS, HUNT, GREEN, DAVIES, MCCOLLOM. THE MOTION PASSED 10 YEA VOTES, 0 NAY VOTES

- iii. Consider request from Causley's Productions, Inc./James Causley, 205 W. 9th Ave., for \$2500 to improve exterior and sidewalks. F16-19

MOTION BY J. MCCOLLOM TO APPROVE GRANT SECOND R.DAVIES BY ROLL CALL VOTE: YEA- PRESLEY, SITTON, KINZIE, DOUGLAS, FORBES, GIBBS, HUNT, GREEN, DAVIES, MCCOLLOM. THE MOTION PASSED 10 YEA VOTES, 0 NAY VOTES

b. Media Grant Program

- i. Consider request from Butter Bean/Rebecca Beer, 505 S. Main St., for \$500 for promotional advertising. M16-22

MOTION BY R.DAVIES TO APPROVE GRANT SECOND BY J. MCCOLLOM ROLL CALL VOTE: YEA- PRESLEY, SITTON, KINZIE, DOUGLAS, FORBES, GIBBS, GREEN, DAVIES, MCCOLLOM. THE MOTION PASSED 9 YEA VOTES, 0 NAY VOTES HUNT ABSTAINED

- ii. Consider request from Showplace Market/Jennifer Campbell, 615 S. Main for \$300 for promotional advertising for Krazy Days. M16-23

MOTION BY R.DAVIES TO APPROVE GRANT SECOND BY M.FORBES ROLL CALL VOTE: YEA- PRESLEY, SITTON, KINZIE, DOUGLAS, FORBES, GIBBS, GREEN, DAVIES, MCCOLLOM. THE MOTION PASSED 9 YEA VOTES, 0 NAY VOTES HUNT ABSTAINED

c. Façade Grant Program Fiscal Year 2017

K.Gibbs stated from the last members meeting we had some residential owners asked why the commercial grant and residential grant amounts were different. B. Douglas stated the commercial brings in revenue for the city. R. Davies said the commercial properties are used by the public. R. Sitton stated if property values go up the assessment values will also go up. J. McCollom said this is a business area and wondered if the residential properties should be included or if they would even use the grant program. R. Davies asked if the money would be better used to another program, possibly landscaping or large projects. K. Kinzie stated most of the commercial properties pay more assessment. S. Presley said she would like to see the amount of

grant funding increased for 2017. R. Davies said we could base the amount on the assessment of each property and place a cap on the amount. K. Gibbs asked A. McLaughlin to look at assessment information and provide to the board at a special meeting before the next regular meeting.

5. COMMITTEE REPORTS

- a. Finance Committee – Susie Presley
(1) may 2016 financial report
- b. Investor Relations Committee – Kent Kinzie
- c. Member Services Committee –
- d. Marketing & Advertising – Jill Hunt
- e. Customer Relations & Special Events Committee – Robyn Davies

6. REPORTS FROM OFFICERS

Announcements and remarks about matters of general interest may be made by Board members, BID Coordinator, or the City Attorney at this time. No action will be taken.

5. ADJOURN.

MOTION BY S. GREEN TO ADJOURN THE JUNE 2ND, 2016 REGULAR MEETING OF THE BUSINESS IMPROVEMENT DISTRICT #1 ADVISORY BOARD, SECOND BY J.MCOLLOM ROLL CALL VOTE: YEA PRESLEY, GIBBS, SITTON, KINZIE, DOUGLAS, FORBES, DAVIES, HUNT, MCCOLLOM, GREEN . THE MOTION CARRIED WITH 10 YEA VOTES, 0 NAY VOTES.

The meeting adjourned at 6:43 pm

Kyle Gibbs, CHAIR

DATE