



Stillwater Municipal Building  
723 S. Lewis  
Stillwater, Oklahoma  
[stillwater.org](http://stillwater.org)

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

**SEPTEMBER 1, 2016**  
**5:15 p.m.**  
**Room 2073**

1. CALL MEETING TO ORDER

2. CONSENT DOCKET

*Items listed on the consent docket are routine administrative matters that may be approved by a single vote with or without discussion. Board members may remove individual items from the consent docket and place them on Items Removed from Consent Docket for additional consideration. **The Board will take action at this meeting (including a vote or series of votes) on these items either collectively as part of the Consent Docket or individually under Items Removed from Consent Docket.***

- a. August 4, 2016 Regular Meeting Minutes
- b. Request from Bill Hinton/Russ Teubner, property owner, 214 W. 10<sup>th</sup> Avenue for \$1,365.20 to paint and repair exterior of the whole building (F17-05)
- c. Request from Orlando Briscoe, residential grant, 1012 S. Lewis, for \$1,190 to scrape and paint exterior of house (F17-06)
- d. Request from Cindy Johnston, 111 W. 7<sup>th</sup> (Aspen building), for \$460 to prep & paint east exterior wall of building (F17-07)
- e. Request from Stilly Arts/Neha Gupta, 1207 S. Main, for \$500 for Facebook, Google, and print media advertising (M17-03)

3. ITEMS REMOVED FROM CONSENT DOCKET

4. GENERAL ORDERS

***The 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 that no action will be taken.***

- a. Presentation of proposed Fall Marketing & Communication Plan
- b. Website & social media update
- c. Discussion regarding redesign of downtown logo
- d. Consider final draft of special overlay changes for BID renewal
- e. Update on Halloween Fest location
- f. Ad hoc committee report & recommendation on BID #1 coordinator position

5. COMMITTEE REPORTS

*No action will be taken on items listed under Committee Reports*

- a. Finance Committee – Susie Presley
  - i. August 2016 financial report
- b. Investor Relations Committee – Kent Kinzie
- c. Member Services Committee – Steve Green
- d. Marketing & Advertising – Jill Hunt
- e. Customer Relations & Special Events Committee – Robyn Davies
- f. Report from last merchants meeting

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.*

7. ADJOURN

***NOTE:*** *The City of Stillwater encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, please notify the City Manager's office at least 48 hours prior to the meeting by calling 405.742.8209.*

On 08.30.16 @ 4:00, a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street.

A handwritten signature in black ink, appearing to read "P. Brown", is written below the text. The signature is cursive and somewhat stylized.