



AGENDA OF THE ON BROADWAY BUSINESS IMPROVEMENT DISTRICT BOARD

THURSDAY, APRIL 13, 2023, 8:30 AM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

1. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

a. Join Zoom Meeting

<https://us02web.zoom.us/j/87837982562?pwd=NUxqYnY5SzlmZU0vNjArVXZUTVRjQT09>

Meeting ID: 878 3798 2562

Passcode: 925939

One tap mobile

+1 312 626 6799 US (Chicago)

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

1. Approval of the minutes from October 14, 2022, On Broadway Inc. BID Board Meeting.

E. Regular Business.

1. Consideration with possible action on the On Broadway Inc. BID 2022 actual vs estimated end of year financial report.

2. Consideration with possible action on the allocation of Business Improvement District (BID) funding.

F. Informational.

1. Discuss the annual BID meeting schedule.

G. Adjournment.

- 1) **ACCESSIBILITY:** Any person wishing to attend who, because of a disability, requires special accommodations should contact Peter Nugent at (920) 455-8881 at least 24 hours before the scheduled meeting time, so that arrangements can be made.
- 2) **QUORUM:** Please take notice that a majority or quorum of the Common Council will attend this On Broadway Business Improvement District Board meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 3) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.



Report to the
On Broadway Business Improvement District Board
of the City of Green Bay

MEETING DATE

April 13, 2023

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from October 14, 2022, On Broadway Inc. BID Board Meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
On Broadway Business Improvement District Board
of the City of Green Bay

MEETING DATE

April 13, 2023

PREPARED BY

Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.1

Consideration with possible action on the On Broadway Inc. BID 2022 actual vs estimated end of year financial report.

BACKGROUND

Each year the business improvement districts are required to get BID board approval for their actual vs estimated end-of-year financial reports. On Broadway is seeking BID board approval for this report and then will forward to the next City of Green Bay Plan Commission Meeting and Council Meeting for formal adoption.

RECOMMENDATION

Approval of the On Broadway Inc. BID end of year financial report as presented.

FISCAL IMPACT

ATTACHMENTS

- I. BID Report 2022

2022 Broadway BID

	<u>Budget</u>	<u>Actual</u>
<u>Design</u>		
Lighting		
tree lighting in winter	\$ 5,000.00	\$ 5,000.00
Annual Maintenance		
planters in spring		
watering in spring, summer, fall		
weeding in spring, summer, fall		
fall décor		
winter décor		
banner maintenance	\$ 25,000.00	\$ 25,000.00
Public Art		
murals for the mural & busker festival		
maintenance of benches/gargage cans	\$ 15,000.00	\$ 15,000.00
Total Design	<u>\$ 45,000.00</u>	<u>\$ 45,000.00</u>
<u>Administrative</u>		
Admin Allocation		
To assist with payment of administrative expenses including but not limited to rent, telephones, internet, office supplies, utilities, and salaries necessary to execute the proposed activities.		
	\$ 16,469.00	\$ 16,469.00
BBID Annual Audit		
2021 audit	\$ 3,000.00	\$ 3,000.00
Total Administrative	<u>\$ 19,469.00</u>	<u>\$ 19,469.00</u>
<u>Marketing</u>		
Marketing Allowance		
District marketing throughout the year including support for the creation of a cohesive brand strategy.		
	\$ 17,877.00	\$ 17,877.00

Total Marketing	<u>\$ 17,877.00</u>	<u>\$ 17,877.00</u>
Total	<u><u>\$ 82,346.00</u></u>	<u><u>\$ 82,346.00</u></u>

Actual BID Proceeds

3/18/2022 2022 BID Proceeds	\$ 79,820.00
5/9/2022 Delinquent Collection	\$ 817.00
6/28/2022 Delinquent Collection	\$ 895.00
	<u><u>\$ 81,532.00</u></u>



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MEETING DATE

April 13, 2023

PREPARED BY

Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.2

Consideration with possible action on the allocation of Business Improvement District (BID) funding.

BACKGROUND

Each year the On Broadway Board, Inc board decides how the BID funds will be allocated.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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MEETING DATE

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PREPARED BY

AGENDA ITEM # F.1

Discuss the annual BID meeting schedule.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None