



# September Board Meeting Minutes

Wednesday, September 14, 2022

8am session Willamette Wineworks

824 Sutter St – upstairs

Board of Directors: Jim Snook, Karen Holmes, Jerry Bernau, Bobbi Eddy, Jim Metzker, Moe Hirani, Amber Shoop, Rich Veal, Kathy Cole, Christine Brainerd – Executive Director: Judy Collinsworth

Guest: Mike Reynolds, Loretta Hettinger, YK Chalamcherla, Suzanne Cook  
FHDA Director: Judy Collinsworth

1. Call to Order: 8:02am
  2. August minutes for approval Kathy, 2nd by Jim M, Approved by All.
  3. New Business
    - a. Budget; Judy and Jerry walked the group through the proposed budget and a discussion about the Ice Rink and the it's anticipated expenses/revenue, the importance of the PBID, and the shuttle service. Although the budget is tight, Judy was conservative on the overall revenue side so there may be opportunities. YK suggested asking the City to help sponsor the Ice Rink.  
Move to Accept, Jim M, 2nd by Kathy, approved by All.
  2. Election/Nominating Cttee: Jim M & Mo are up for re-election, and Mark's position is also open. The Nominating Committee conducts interviews, helps recruit, and explains responsibilities to potential Members. We need 2 Members of the current Board, Rich & Karen agreed to be the Nominating Committee.
  3. Executive Board: Judy invited any/all members of the Board to the monthly Exec Board Meeting. This pre-meeting is to define the following Board Meeting. Meetings are for existing board members only and is held the Thursday at 1pm prior to the regular board meeting. Meetings are held at 915 Sutter St suite 110.
  4. Old business
    - a. Shuttle Service contract - Update: Karen & Jim, along with 2 other community volunteers (Mike Reynolds and John Lane), are working with Ron Grey & the City to administer the ARPA funds for an expanded shuttle service in the District. This project has involved many many volunteer hours since April not only defining the service offered, but also legal review, defining insurance requirements, signage, and the actual physical requirements of the shuttles. The plan is that this pilot period will last 2 years, which will allow us to collect data on use/location to determine continuing service. We are now ready for the contract signing.  
Motion to approve contract by Mo, 2nd by Jerry, Approved by All.
  2. Ice Rink & Power - Update: Jerry shared that the transformer & conduits are done (today). He is still working with Brian to finalize the rental & consulting contract. Tom is back from taking an Ice Tech certification in Minnesota, he is going to be the on-site ice expert.
  3. Depot construction- Update: Jerry shared that we are still awaiting the signed contract from the City. He has moved forward with getting bids from contractors for this project. It's about a 45 Day build, after getting the City signed contract & permits.
  4. PBID Renewal - Meeting for Property Owners - Mo would help facilitate a meeting in the Gaslight room. The meeting was set for Thursday, October 13, 5:30. Several Board Members will reach out to the non-Board Member Property Owners.
5. EVENTS
- 9/1 Last Summer Concert Series,
  - 9/10 Balance Bike Race
  - 9/10 Light Up the Dark (Powerhouse Ministries)

9/15 Ladies Passport Night  
9/16 & 17 American Fest (Sunny Mitchell Production)  
9/18 Dubs in the District (Jason Brown & FHDA)  
9/22 Cruising the Cat Walk Fashion Show (REY)  
9/24 Wild West Fest (OWLS)  
9/25 Pedigo Palooza (Precision Bike)

6. Community Comments: Granite House plans are Stamped & Signed. Also the Parklet plan passed & now is the individual responsibility of each Parklet owner. This includes any new ADA requirements. The thought is that the \$4 million grant for the Riley improvements is likely going towards improving the walkways for the Sutter Middle School piece. It was suggested that Mark Rackovan be invited to share accurate details on the plan.
7. Merchant Update: the Candle Bar is moving into the old Pastel space, which opens up the front space to a new tenant.
8. History Museum Update: Chan House improvements is moving along, the HM has also brought in a new school event coordinator.
9. Historic District Commission Update - 603 Sutter has submitted a new plan that is still 3 stories and includes employee parking at the lot across. Uncle Charlie's Brewery is awaiting how the Barley Barn project moves forward before moving their project forward with the City. The Crematorium is moving forward & is currently in settlement discussions. The Granite School project is under review. The commission has adopted official Rules of Conduct which includes regular meetings scheduled effective with October. There is a zoning commission change which will have different regulations for the Historic District vs the rest of the City.  
Jerry shared that ARPA funds were secured for Granite School.

10. City Update

11. Financial Report

Closed Session

12. Adjourn 10:36

Next FHDA Board Meeting: October 12, 8 - Willamette Wineworks - Open to the Public

Next Executive Board Meeting: October 6, 1 pm, 915 Sutter Street - Open to Board Members