



**BIA Ratepayer Meeting Notes
May 16, 2017 – 1:30 PM
Auburn City Hall Council Chambers**

I. ADA UPDATE

Doug Lein asked Council Member Forsberg to set up a meeting to look at retail-related events and how Economic Development can interact with the ADA to help cover that activity and partner with the ADA.

II. MONTHLY MEETING SCHEDULE

After the board reviewed the schedule options for future meetings, they decided to hold regular meetings on the second Monday of every month at 2:00pm in City Hall in Conference Room 3.

III. FINANCIAL REPORT

Doug Lein reported on the 2016-2017 Revenue Funding Audit. He will sit down with Finance to look at the past three years and will have IT run a report that will show what was billed, matched up against what was collected. A financial reporting format will be set up for the Board's use, and a printed report will be provided that will have a beginning point and will be matched up against the business license data that will be plotted on the map at the same time.

IV. DISCUSSION ITEMS

There was discussion about the BIA Boundary Map. According to Legal, the boundary must not change because it would trigger a new vote of the business members. It was agreed keep the BIA members updated by doing a monthly newsletter after the board meetings and a quarterly town hall meeting. Council Member White, Chair left the meeting at this point in the discussion, and Council Member DiQuattro, Vice Chair, chaired from this point forward. For July's meeting, the map will be finished, the current business license list will be audited, those who are exempt will have been identified, and the new fee will be identified with the change done to the ordinance, and a report show which licenses have been renewed and who has paid and who has not. If there is a business license that has been paid but the BIA fee has not been paid, the business will get a visit from Code Enforcement. From here on out, the fee will need to be paid when they get their license.

The following updates to Ordinance #4293 were discussed: BIA assessments, business licenses, exemptions, date change on submission of annual report, and ratification. The amendment to the new ordinance would go to City Council the first week of August.

V. NEW BUSINESS

Doug Lein proposed having a meeting with a group of BIA members to review the Food Truck Association information and the existing guidelines that have been passed this year in other cities and then come up with some food truck guidelines for the City. Doug will send out a meeting notice and will report back at the next BIA meeting.

VI. ADJOURNMENT