

## Minutes

### October 21, 2016

A special meeting of the St. Joseph Downtown Community Improvement District board of directors was held on Friday, October 21, 2016 from 11:14 am until 12:16 pm at the offices of Tieman, Spencer and Hicks, 702 Felix St. Directors present were: Lee Sawyer, Royce Balak, Teresa Fankhauser, Ron Barbosa, John Spencer and Rhabecca Boerkircher. Also present was Joe Houts. Directors absent were: Lee Sawyer and Bobbi Jo Hughes.

**Call to Order:** Chairman, John Spencer called the meeting to order at 11:14 am.

**Food Kitchen Project:** Joe Houts explained to the board the process of moving the Open Door Food Kitchen to a new location. The committee working on the project has located a site to construct a new building. They are working on securing the site now. The understanding with the board of the Open Door Food Kitchen is that it will be turnkey. They will build them a new building complete with restaurant equipment so that they can move from their current location to the new location with no down time. They are currently in the process of forming an LLC. Brian Carter, city attorney is helping them with this process. The committee is hoping that the CID will purchase the current building for the appraised value of \$275,000 to give them the initial funding to approach other donors. The current plan is to raise \$500,000 for the new building and kitchen equipment. Joe said that they have had good interest from the individuals and businesses that they have spoken with about donating to the project. All donations will go to the Open Door Food Kitchen. Royce Balak said that if the St. Joseph Downtown Community Improvement District purchases the building, they will have to let the Open Door Food Kitchen occupy the building until the new one is constructed. They will not be able to move forward with construction until all the money is raised for the project. The project is projected to be complete by the end of 2017. Fundraising is scheduled to be completed by the end of the first quarter of 2017 according to Joe Houts. Royce Balak said that the St. Joseph Downtown Community Improvement District would need to issue a RFP for financing on the project. Ron Barbosa said that he would be more comfortable if someone else purchased it and the St. Joseph Downtown Community Improvement District just contributed to it. Royce Balak said that they would contact some of the individuals that have expressed an interest in purchasing the property.

### **Other Business:**

**Grant Request from First Saturday's:** First Saturday's has requested \$1,200 in grant funding for their "Holidays at the Square" event to be held on December 3<sup>rd</sup>. Royce Balak made a motion to approve the request. John Spencer seconded the motion and the board voted in favor (4-0). Royce stated that the grant will be issued when the CID has documentation of the expenses for the event as outlined in the grant.

**Adjourn:** Royce Balak made a motion to adjourn at 12:16 pm. Teresa Fankhauser seconded the motion and the board voted in favor (4-0).

Respectfully submitted,

Rhabecca Boerkircher  
Executive Director