

BOD Meeting Minutes
Thursday, May 15, 2025
Meeting Time: 8:00am
Meeting Place: Sapp Hall, Alumni Association 3rd & Normal



Directors: Greg Scott, Nick Andrew, Shari Anderson, Nicole Johnston, Mary Hartley, Michael Lee, Nicole Hill, Pat Macias, Anika Burke Rodriguez, David Selkirk

Absent: Nick Andrew, Brenda Narayan, Thomas Hightower, Ian Macmillan, Steve Stull, Linda Zorn

City Liaison: Jennifer Macarthy, Dale Bennett

Advisors: Audrey Taylor

Staff & Others: Allison Boyer

AGENDA

President Greg Scott called the meeting to order at 8:03. Greg announced this was a special meeting of the Board to review the Assessment Formula for adoption by the Board.

Introduction of two new Board Members, Anika Burke Rodriguez, Retail-Anika Burke and David Selkirk, Upper Park Clothing and new General Manager Allison Boyer

1.0 No formal presentations.

2.0 Collaborators – no reports

3.0 Consent Agenda.

4.0 BOARD ITEMS

4.1 Board Officer Realignment.

- 1) Brenda Narayan, current DCBA Secretary, due to work obligations has asked to step down and Director and Secretary into an Advisor position. Request acceptance of Brenda's request.
- 2) Mary Hartley has agreed to replace Brenda as Secretary for the remainder of Brenda's term. Request approval.
- 3) Ask Mary to identify another candidate to fill Brenda's Board seat. Request approval.
- 4) Appoint Audrey Taylor as DCBA Strategic Advisor.

Action: M/S Anika Burke Rodriguez/Michael Lee. All in favor.

4.2 Assessment Formula Review (see Memo & Power Point Attachments)

Audrey Taylor reviewed the work that has been done with the City and the Finance Committee in reviewing various formula scenarios for assessment update starting with a straight inflation update. The Finance Committee recommends to the Board the Weighted Business Unit formula as the most equitable and fair formula.

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Audrey also referenced as context for the assessment fee to businesses DCBA's IRS filing as a 501c4 is a Homeowners Association – DCBA is similar in nature as Business Owner District Association that benefits in a shared value of all the work efforts done in the district. Homeowner's fees are typically based on maintenance and services, while the District is based on those activities allowed by law as part of District management where businesses collectively share in district maintenance.

Jennifer Macarthy provided input regarding the city work on the business list and licenses noting 186 businesses (out of 461 used in the formula) do not have licenses or pay assessments. After the first letter requesting payment 176 of the business still have not responded. Jennifer also provided input on process and protest.

After discussion of all formulas and the different zones, work being done in the various zones, the assessment fee for the auto dealer and the category of the Hotel & Motels, the following was agreed upon:

- 1) Greg Scott to speak to the Auto Dealer regarding the proposed assessment,
- 2) Move Hotel and Motels to the Restaurant Category
- 3) Move to next steps.

Action: M/S to accept with the recommended changes the Weighted Business Unit Formula, Michael Lee/Nicole Johnston. All in favor, Abstained: Anika Burke Rodriguez.

Next Board Meeting Next regular Board Meeting Thursday June 5, 2025, Hotel Diamond, downstairs conference room.

There being no further business, Greg called for adjournment. M/S Anika Burke Rodriguez/Mary Hartley. Meeting adjourned 9:00 am

Respectfully submitted,

Notes taken by Audrey Taylor, reviewed by Mary Hartley, DCBA newly appointed Secretary.

A handwritten signature in blue ink that reads 'Audrey E. Taylor'.