College Hill Partnership Meeting, August 13, 2018, CHP Office

X = present

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| x | Kamyar Enshayan, President, At-Large | x | Dave Deibler, Vice President, Landlord |
| x | Kathryn Sogard, CHP Coordinator | x | Doug Johnson, Treasurer, At-Large |
| x | Becky Hawbaker, Secretary, Resident | x | Alex Funke, At-Large |
| x | Chris Martin, Resident | x | Andy Fuchtman, At-Large |
|  | Chris Wernimont, Landlord | x | Drew Stensland, UNI Student Government |
| x | Andrea Geary, Business | x | Mike Hayes Ex-Officio City Liaison |
| x | Barb Schilf, Business | x | Andrew Morse, Ex-Officio UNI |
|  | Cary Darrah Ex-Officio, Cedar Valley Alliance |  | Mary-Sue Bartlett Ex-Officio CHAF  |
| x | Vaughn Griffin Ex-Officio Master Gardner/Hill Beautification |  | Carol Lily, Ex-Officio, Main Street |
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Guests: Jodie Huegerich, Daquan Campbell, Karen Howard

1. Call to order : Enshayan called the meeting to order at 2PM.
2. Approval of minutes - July 2018: Deibler/Fuchman moved to approve the minutes with no changes. The motion was approved.
3. New Business including:
4. Presentation: College Hill Farmers Market (Huegerich, Campbell)
	1. Request for Support in Closing Street September 20th & Oct 18th: Huegerich and Campbell gave a summary of the unique identity and challenges of the College Hill Farmer’s Market. Venders and customers were very excited about the June market opening with the street closure and they would like to repeat this model for two more dates this season. The street closure increases the visibility of the market and possibly also visits to businesses on the Hill by marketgoers. They plan special activities and food vendors like La Calle and tie ins to UNI Homecoming, the Hearst Center, the Humane Society, and musical entertainment. Hayes inquired about insurance coverage for the Market. Sogard replied that the CHP has purchased insurance for the Market and that the insurer did not require additional coverage for the June street closure. Geary asked about attendance for the Markets. Campbell replied that average attendance is about 120, up from last year’s average of about 100. Huegerich also shared that she has had to turn down interested vendors because there is not enough space in the G lot, but the closure allows additional vendors to come in for those dates. Deibler stated that if the street is closed, it is important to make sure there is programming and activities occurring in the street to justify the inconvenience. **Hawbaker/Fuchtman moved to approve the street closure for both dates. The motion passed.**

1. Discussion: Oktoberfest & Events Programming
	1. Resolution Approving: Submission Letter to City Close G Lot
	2. Resolution Approving: Submission Supporting Closure of G Lot for Pear Fair
	3. There was a discussion about the importance of ensuring sufficient volunteers to support the events and challenged all board members to volunteer at the event and to . **Martin/Fuchtman moved to approve the lot closure for both events on September 15. The motion passed.**
2. Discussion: New Board Meeting Time
	1. Doodle Poll results to choice 2nd Tuesday of the Month 12pm
3. Discussion: City/ Council Member’s Concerns Weeds (See attached document)
	1. Pettersen Plaza
	2. Parking Lots Swales
	3. Behind Businesses on College St.
	4. Discussion: Enshayan shared that the swales have been weeded and that we need to talk to businesses about weed wacking. Brent Dahlstrom has agreed to plan Arbor Vitaes in the area between Urban Flats and the parking lot. Griffith stated the the issue with Pettersen Plaza is more about the area surrounding the park such as behind the Hydrant. Hawbaker suggested that since these properties are all within the SSMID that we should use some of this income to pay someone to maintain these area for the benefit of all.
4. Discussion: Business concerns about increase in cigarette butts in corridor West of College Street: CHP purchased cigarette butt disposals, and perhaps it is time to purchase several new ones. Griffin stated that the previous ones cost little more than $40 and are worth the expense: **Griffin/Hawbaker moved to purchase two additional cigarette butt receptacles. The motion passed.**
5. Discussion: City Request to review all street/parking lot closure requests
	1. See attached documents of requests that will now come to CHP for approval. None of these requesters have contacted CHP at this point.
6. Updated Business including:
	1. Resolution Approving: Letter to City Regarding Trash Collection (See attachments). An additional sentence will be added to the letter requesting a joint meeting with Community Main Street, CHP, and the city.
	2. Resolution Approving: Budget FY ’19: There was a discussion on the impact of University Book Hawbaker suggested increasing the budget for Hill Cleaning Service to cover weed management in problem areas on the Hill. Johnson amended the budget with $4000 in that area. **Griffin/Fuchtman moved to approve the budget as amended. The motion passed.**
7. Reports of the Executive Officers
	1. President - Kamyar Enshayan reported that he met with Mark Ripplinger about tree plantings in the CHP Neighborhood using the donation given.
	2. Financial Officer - Doug Johnson (See attached): Our 501c(3) status has been updated after it lapsed. Fuchman has requested that CHP take over payroll duties. Johnson recommended purchasing Quickbooks to manage this.
8. Reports Staff & Ex-Officio Liaisons
	1. Kathryn Sogard (Written and attached): Sogard needs volunteers for Saturday, August 18th from 8:30-9:30 for Hill Clean Up associated for UNI NOW. There will also be a Pizza Tasting event on Friday, August 17t, starting at 3:30 and could use assistance with set up.
	2. Beautification (Vaughn Griffith): There are two dead trees on the Hill and Griffin has reported this to the city. There will be two fall planting dates for mums in the next few weeks.
	3. Liaisons (Howard, Hayes, Lilly, Darrah, Morse, Blanford, Bartlett): Howard reported that Bani’s drive through has not been finalized and the city is requiring them to clean up the lot/staging areas.
9. Committee Progress
A. See Executive Director's Notes (for additional updates contact Kathryn) B. Upcoming Events:
	1. Weekly College Hill Farmers Markets
	2. Panther Block PAWty: Aug 17th (4-7pm) & 18th (9:30am-1pm)
	3. Neighborhood Picnic: August 19th 5-8pm (Seerley Park)
	4. Oktoberfest on the Hill: Sept 15th (right after Pear Fair)
	5. UNI Homecoming Window Painting, October 14th

VIII. Adjourn : The meeting was adjourned at about 3:10.

Next meeting will be Tuesday, September 11th, Noon.